



240 S. Route 59
Bartlett, Illinois 60103

163nd Annual Town Meeting of Hanover Township

Tuesday, April 16, 2013
7:30 PM

AGENDA

- I. Meeting called to order and Pledge of Allegiance to the Flag
- II. Welcome and Introduction of Officials
- III. Election and Oath for Sergeant at Arms
- IV. Election and Oath for Moderator
- V. Approval of Annual Town Meeting Agenda
- VI. Acceptance of Minutes of the 2012 Annual Town Meeting
- VII. Presentation of Annual Financial Statements by Supervisor
 - A. Town Fund
 - B. General Assistance Fund
 - C. Road District Fund
 - D. Mental Health Board Fund
 - E. Retirement Fund
 - F. Senior Center
 - G. Vehicle Replacement Fund
- VIII. Certification of Accounts by Trustees
- IX. Presentation of Department Reports
- X. Resolution Authorizing Lease Agreement between Hanover Township and the Hanover Township Mental Health Board
- XI. Motion to Set the Hour of Special Town Meetings for 7:00 p.m.
- XII. Motion to Set the Hour of the Next Annual Town Meeting for 7:30 p.m.
- XIII. Motion to Pay the Moderator
- XIV. 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.



Minutes of the 162nd Annual Town Meeting
Of the Township of Hanover
240 S. Route 59, Bartlett, IL 60103
April 10, 2012
7:30 PM *DRAFT*

Clerk Katy Dolan Baumer called the meeting to order and lead everyone in the Pledge of Allegiance.

Welcome and Introduction of Officials Clerk Dolan Baumer welcomed everyone to the meeting and introduced the following Officials: Supervisor Brian P. McGuire, Trustees Mary Alice Benoit, William Burke, Howard Krick, Sandra Westlund-Deenihan, Highway Commissioner P. Craig Ochoa, Assessor Thomas Smogolski, Collector Frank Liquori, Village of Streamwood Trustee Mike Baumer.

Election and Swearing in of Sergeant of Arms Motion by Highway Commissioner Craig Ochoa of Hanover Township, seconded by Trustee Benoit to appoint Mr. Cody Conquest as Sergeant at Arms. Motion carried unanimously. Clerk Dolan Baumer administered the Oath of Office of Sergeant of Arms to Mr. Conquest.

Election and Swearing in of Moderator Motion by Ray Watson, 51 Hummingbird Lane, Streamwood and seconded by Assessor Smogolski, 347 Lela Lane, Bartlett to nominate Mrs. Dawna Watson to the position of Moderator. On the call for a vote, Mrs. Watson was unanimously elected. Clerk Dolan Baumer administered the Oath of Office of Moderator and turned the meeting over to Mrs. Watson.

Approval of Annual Town Meeting Agenda Motion by Trustee Burke, 17 Evergreen, Streamwood, seconded by Trustee Westlund-Deenihan, 10 Foxglove Court, Streamwood to approve the Annual Town Meeting Agenda as submitted. Motion carried unanimously.

Acceptance of Minutes of 2010 Annual Town Meeting Motion by Trustee Benoit, 214 Patricia Lane, Bartlett, seconded by George Hough, 1434 Essex, Hoffman Estates, to accept the Minutes of the 161st Annual Town Meeting as presented. Motion carried unanimously.

Annual Financial Statements submitted by the Supervisor Supervisor McGuire presented his Financial Statements for the Hanover Township and the Hanover Township Road District for review and approval by the Trustees. Motion by Trustee Benoit, seconded by Assessor Tom Smogolski, to dispense with the

reading of the Financial Statements and to accept them as presented. Motion carried by unanimous voice vote.

Ending Fund Balances:

A. Town Fund	\$2,361,346.92
B. Welfare Services Fund	\$615,500.11
C. Senior Services Fund	\$1,136,638.30
D. Mental Health Board	\$847,581.26
E. Retirement Fund	\$129,256.82
F. Vehicle Replace Fund	\$639,375.07
G. Road and Bridge Fund	\$1,998,370.94
H. Capital Projects Fund	\$429,730.73

Motion by Trustee Benoit, seconded by Trustee Burke to accept the Annual Financial Statements as submitted by the Supervisor. Motion carried by unanimous voice vote.

Certification of
Accounts by Trustees

Trustee Krick presented the Certification of Accounts as follows:
The Board of Trustees has checked all payments and vouchers against the Township as to the available funds, the Budget & Levy Ordinances and the validity of claim. The Board has received the Supervisor's Annual Report and finds the ledgers and accounts to be in order and be available for the annual audit to be performed by a private auditing agency.

Motion by George Hough, seconded by Highway Commissioner Craig Ochoa to accept the Trustee's Certification of Accounts as presented. Motion carried by unanimous voice vote.

Presentation of
Department Reports

Department Reports were available in the form of the Township Annual Report at the door for all present and will be available in the Clerk's office from this date.

Resolution Declaring
Certain Hanover
Township Personal
Property to be Surplus

No Property Declared Surplus for this 162nd Annual Town Meeting.

Motion to Set the
Hour of Special Town
Meetings for 7:00 p.m.

Motion by Silvia Stade, 8N.200 Naperville Road, Bartlett, seconded by Catherine Mikulski, to set the hour for any Special Town Meetings for the fiscal year 2012-13 for 7:00 p.m.. Motion carried unanimously.

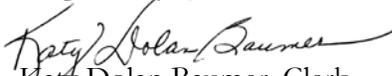
Motion to Set the
Hour of the Next
Annual Town Meeting
for 7:30 p.m.

Motion by Trustee Burke, and seconded by Trustee Westlund-Deenihan, to set the hour of the 163rd Annual Town Meeting for 7:30 p.m.. Motion carried unanimously.

Motion to Pay the Moderator Motion by Trustee Benoit and seconded by Assessor Smogolski to pay the Moderator \$100. Motion carried by unanimous voice vote. Moderator Watson \$100. Mrs. Watson asked that her stipend be donated to the Hanover Township Food Pantry.

Adjournment Motion by Highway Commissioner Ochoa and seconded by George Hough to adjourn this meeting. Motion carried by unanimous voice vote. Adjourned at 7:45 p.m.

Respectfully submitted,


Katy Dolan Baumer, Clerk
Hanover Township

Copy: Supervisor	Senior Services	(4) Trustees
Welfare Services	Assessor	Youth & Family Services
Highway Commissioner	Bartlett Library	Attorney
Gail Borden Library	Auditor	Poplar Creek Library
Administrator	Village of Streamwood	Mental Health Board

Voters, Registered in Hanover Township present:

Mr. Brian McGuire	Mr. William T. Burke
Mr. Tom Smogoski	Mr. Michael H. Baumer
Mrs. Cathy Mikulski	Mrs. Trish Simon
Mrs. Mary Alice Benoit	Mr. Howard Krick
Mr. P. Craig Ochoa	Mr. Steve Spejcher
Mr. Ray Watson	Mrs. Silvia Stade
Mrs. Dawna Watson	
Mr. Cody Conquest	
Mr. George Hough	
Mr. Steve Spejcher	

Not Registered in Hanover Township present:

Mr. Larry Mraz	Mr. Tom Kuttentberg
Mr. Dan Palmer	Mrs. Barb Kurth-Schuldt
Mrs. Patty Glascott	Ms Suzanne Powers
Ms Becky Suhajda	Ms Susan Alborell
	Mr. Art Perscionik

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

I, Brian McGuire, Supervisor of Hanover Township, Cook County, Illinois, being duly sworn, depose and say that the following statement is an unaudited financial report for the fiscal year beginning April 1, 2012 and ending March 31, 2013.

	<u>Apr 12 - Mar 13</u>
Fund Balance April 1, 2012	2,279,262.00
Income	
1013 - Town Fund - Revenue	
1013000 - Property Taxes	3,297,774.25
1013100 - Replacement Taxes	26,075.93
1013250 - Interest Income	5,596.50
1013300 - Other Income	247,872.44
1013350 - Rental Income	750.00
1013420 - MHB / Office Charges	4,500.00
1013430 - YFS - Therapy Charges	19,982.88
1013440 - YFS Tutoring Fees	8,425.00
1013445 - YFS MHB Grants	58,740.00
1013450 - Community Health	5,238.00
1013952 - Passport Fees	60,230.00
Total 1013 - Town Fund - Revenue	<u>3,735,185.00</u>

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

Expense

1014 - Town Fund - Expenditures

101CAP - Capital Expenditures

1014410 - Equipment Purchases	10,092.45
1014430 - Computer Equipment & Software	70,995.96
1014540 - Facility Lease	20,000.00
1014541 - Transfer to Vehicle Fund	15,000.00
1014547 - Transfer to Capital Projects	223,750.00
1014548 - Transfer to IMRF	143,000.00
1014549 - Transfer to Social Security	79,000.00

Total 101CAP - Capital Expenditures 561,838.41

101CHN - Community Health

1014450 - Salaries	88,401.62
1014451 - Postage	398.62
1014452 - Office Supplies	1,829.89
1014453 - Printing	975.02
1014454 - Travel	964.30
1014455 - Dues, Subs & Publications	74.30
1014456 - Community Affairs	1,498.61
1014457 - Equipment Maintenance & Rental	401.00
1014458 - Furniture & Computer Equipment	462.57
1014459 - Professional Services	521.36
1014461 - Miscellaneous	597.93
1014462 - License/Professional Insurance	302.25
1014465 - Medical Supplies	6,187.89
1014466 - Communications	1,104.01
1014467 - Crisis Care	3,315.17
1014468 - MHB Perscription Reimbursements	575.19

Total 101CHN - Community Health 107,609.73

101COM - Community Center Ops

1014360 - Salaries	36,783.50
1014361 - Utilities	5,878.37

Total 101COM - Community Center Ops 42,661.87

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

101ES - ES - Expenditures	
1014801 - Salaries	40,400.09
1014802 - Equipment	15,910.84
1014803 - Uniforms	8,490.21
1014804 - Printing	39.04
1014805 - Postage	111.15
1014806 - Office Supplies	252.95
1014807 - Miscellaneous	1,469.75
1014808 - Education & Training	6,260.66
1014809 - Pre-Volunteer Screening	396.00
1014810 - Travel	1,875.35
1014811 - Volunteer Insurance	575.00
1014812 - Volunteer Appreciation	4,616.32
1014813 - Vehicle Fuel	7,006.49
1014814 - Communications	10,767.38
Total 101ESDA - EMA - Expenditures	98,171.23
101ISE - Insurance & Employee Benefits	
1014411 - Employee Assistance Program	1,451.24
1014503 - General Insurance	67,969.00
1014504 - Dental, Vision & Life Insurance	27,583.40
1014505 - Health Insurance	259,338.40
1014506 - Unemployment Compensation	64,542.56
1014507 - Flex Plan	1,403.00
1014508 - Health Insurance Waiver	28,000.00
1014512 - Health Savings Account	3,750.00
1014513 - Employee Wellness	5,691.71
Total 101ISE - Insurance & Employee Benefits	459,729.31
101LEA - Legal & Auditing	
1014501 - Auditing	10,650.00
1014502 - Legal Services	108,125.35
Total 101LEA - Legal & Auditing	118,775.35

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

101MAIN · Facilities Maintenance	
1014200 · Salaries	202,582.11
1014202 · Office Supplies	267.65
1014205 · Janitorial Supplies - Town	3,668.68
1014206 · Janitorial Supplies - Senior	4,450.23
1014207 · Janitorial Supplies - Astor	500.75
1014208 · Housekeeping Contract	33,840.00
1014209 · Building Contracts	8,035.69
1014210 · Building Maintenance - Town	4,379.05
1014211 · Building Maintenance - Senior	14,142.59
1014212 · Building Maintenance - Astor	2,133.68
1014213 · Equipment Maintenance - Town	9,159.28
1014214 · Equipment Maintenance - Senior	10,192.03
1014215 · Equipment Maintenance - Astor	891.78
1014216 · Equipment Rental	1,639.28
1014217 · Education & Training	449.95
1014218 · Vehicle Maintenance - Town	3,174.85
1014219 · Vehicle Fuel - Town	7,952.94
1014221 · Communications	1,804.90
1014222 · Trash Removal - Town	1,638.28
1014223 · Trash Removal - Senior	1,563.92
1014224 · Trash Removal - Astor	1,360.58
1014225 · Grounds Maintenance	7,392.61
1014226 · Uniforms	801.83
1014227 · Miscellaneous	161.50
1014229 · Building Equipment - Elgin	108.70
Total 101MAIN · Facilities Maintenance	322,292.86
101OFF · Official's Salaries	
1014301 · Compensation of Officials	98,953.26
Total 101OFF · Official's Salaries	98,953.26

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

101THE - Town Hall Expense	
1014402 - Telephone - Town	27,193.58
1014403 - Utilities - Town	13,719.81
1014405 - Internet Access - Town	1,425.90
1014416 - Equipment Rental - Town	2,072.92
Total 101THE - Town Hall Expense	44,412.21
101TOE - Town Office Expense	
1014401 - Postage	2,061.96
1014404 - Office Supplies	4,667.67
1014406 - Printing	4,710.11
1014408 - Salaries	262,098.63
1014412 - Travel Expenses	3,392.47
1014414 - Dues, Subs & Publication	8,573.07
1014420 - Pre-Employment Charges	2,598.00
1014424 - Education & Training	14,127.59
1014429 - Miscellaneous	10,635.02
1014520 - Consulting	3,299.00
1014530 - Financial Administration	59,741.06
1014531 - Community Affairs	15,249.32
1014532 - Committee on Youth	2,262.38
1014533 - Environmental Stability	1,297.67
1014560 - Emergency Contingency Fund	83,624.91
Total 101TOE - Town Office Expense	478,338.86
101CMA - Community Relations	
1014608 - Salaries	62,222.00
1014611 - Education & Training	980.89
1014614 - Printing	846.85
1014615 - Postage	326.30
1014617 - Equipment & Furniture	1,996.47
1014619 - Office Supplies	580.88
1014620 - Satellite Office Programs	745.14
1014621 - Satellite Office Utilities	1,571.50
1014622 - Satellite Office Lease	9,597.00
1014623 - Satellite Office Phone & Internet	1,652.13
1014624 - Travel	757.37
1014625 - Communications	68,304.64
1014626 - Community Service Award	1,500.00
1014628 - Historical Marker Program	1,517.70
1014629 - Dues & Subscriptions	166.90
Total 109CMA - Community Relations	152,765.77

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

101VET - Veteran Affairs	
1014700 - Salaries	15,803.76
1014703 - Travel Expense	0.00
1014704 - Supplies	94.86
Total 101VET - Veteran Affairs	<hr/> 15,898.62

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

104ASR · Assessor's Division	
1044405 · Office Supplies	3,894.60
1044407 · Printing	992.49
1044409 · Salaries	121,501.36
1044411 · Equipment	2,199.83
1044413 · Travel Expense	1,243.00
1044415 · Dues, Subs & Publications	1,871.16
1044419 · Training	1,295.00
1044426 · Miscellaneous	1,151.61
1044431 · Equipment Rental	70.34
1044431 · Professional Services	0.00
1044524 · Equipment Maintenance	550.00
Total 104ASR · Assessor's Division	134,769.39
107CLK · Clerk's Department	
1074200 · Salaries	49,956.81
1074201 · Postage	305.97
1074202 · Office Supplies	1,615.24
1074203 · Printing	925.89
1074204 · Travel Expense & Seminars	1,222.98
1074205 · Dues, Subs & Publications	480.00
1074206 · Legal Notices	1,074.35
1074210 · Community Affairs	1,435.13
1074216 · Miscellaneous	396.00
1074217 · Passport Expenditures	1,750.98
1074218 · Passport Postage	3,465.85
Total 107CLK · Clerk's Department	62,629.20

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

TOWN FUND

109YFS - Youth & Family Services

109ADM - Administration & Clinical

1094608 - Salaries	478,629.97
1094611 - Education & Training	4,974.14
1094612 - Consulting Fees	2,900.00
1094613 - Answering Service	1,200.00
1094614 - Printing	1,507.49
1094615 - Postage	546.39
1094616 - Books & Journals	50.95
1094618 - Psychiatric Backup	8,740.00
1094619 - Office Supplies	2,079.98
1094620 - Community Affairs	1,489.26
1094621 - Recruitment & Pre-Employment	2,229.00
1094622 - Miscellaneous	352.86
1094623 - Travel	3,006.41
1094624 - Intern Stipends	2,800.00
1094625 - Insurance	2,910.00
1094626 - Equipment & Furniture	3,152.19
1094628 - Tutoring	21,540.66
1094629 - Dues & Subscriptions	728.74

Total 109ADM - Administration & Clinical

538,838.04

109OUT - Outreach & Prevention

1094627 - Open Gym Program	63,441.15
1094640 - Salaries	167,126.63
1094643 - Education & Training	1,128.87
1094644 - Travel	2,064.53
1094645 - Printing	786.94
1094646 - Postage	23.00
1094647 - Office Supplies	462.53
1094648 - Community Affairs	269.38
1094649 - Professional Services	400.00
1094650 - Program Supplies	1,031.99
1094651 - Cellphones	1,608.72
1094655 - Transportation	2,156.19

Total 109OUT - Outreach & Prevention

240,499.93

Total 1014 - Town Fund - Expenditures

3,478,184.04

Ending Fund Balance

2,536,262.96

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

SENIOR FUND

Apr 12 - Mar 13

Fund Balance April 1, 2012	1,108,974.00
1103 - Senior Center - Revenue	
1103000 - Property Taxes	983,870.92
1103250 - Interest Income	1,425.94
1103300 - Other Income	1,887.00
1103325 - Aid Transportation Fees	20,400.00
1103330 - RTA Grant	4,655.54
1103350 - CEDA - LIHEAP	7,336.00
1103425 - Title III Grants - Sub Area	29,508.00
1103450 - From Road & Bridge Fund	328,208.00
1103500 - Senior Programs	112,657.74
1103501 - Nutrition	3,451.00
1103503 - Donations	5,126.28
1103507 - Material Fees	14,011.90
1103509 - Lending Closet	5,959.00
Total 1103 - Senior Center - Revenue	<u>1,518,497.32</u>
1104 - Senior Center - Expenditures	
1104ADM - Administration	
1104517 - Salaries	457,457.49
1104522 - Contingency	10,695.00
1104523 - Recruitment	1,603.30
1104524 - Utilities	45,967.15
1104525 - Telephone & High Speed Internet	6,075.43
1104527 - Equipment Purch/Rental/Repair	11,226.17
1104528 - Supplies	5,976.55
1104529 - Postage	3,941.42
1104533 - Printing	3,562.11
1104534 - Dues & Subscriptions	403.00
1104535 - Travel	1,597.82
1104536 - Education & Training	4,728.47
1104537 - Consultants	5,946.54
1104538 - Community Affairs	3,500.00
1104539 - Miscellaneous	1,031.90
1104540 - Tile Endowment Fund	4,442.58
1104541 - Transfer to Capital Fund	118,000.00
1104542 - Senior Satellite Service	39,909.21
Total 1104ADM - Administration	<u>726,064.14</u>

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

SENIOR FUND

Apr 12 - Mar 13

1104HLT - Senior Health	
1104555 - Salaries	61,765.90
1104556 - Printing	816.45
1104557 - Program Supplies	21.50
Total 1104HLT - Senior Health	<u>62,603.85</u>
1104SOC - Social Services	
1104514 - Weekend Programming	2,194.27
1104515 - Programming	132,515.63
1104516 - Social Services	739.52
1104519 - Senior Assistance	2,239.86
1104520 - Volunteer Services	7,471.34
1104526 - Club 59	15,976.17
1104530 - Nutrition	3,853.41
1104531 - Computer Instruction	337.07
1104532 - Visual Arts	12,669.64
Total 1104SOC - Social Services	<u>177,996.91</u>
1104TRN - Transportation	
1104513 - Alternate Transportation	3,540.00
1104518 - Vehicle Maintenance	19,881.50
1104546 - Salaries	327,337.91
1104549 - Recruitment	61.00
1104550 - Telephone	3,299.67
1104551 - Training	1,116.65
1104552 - Fuel	54,357.56
1104553 - Uniforms	1,330.70
Total 1104TRN - Transportation	<u>410,924.99</u>
Total 1104 - Senior Center - Expenditures	<u>1,377,589.89</u>

Ending Fund Balance

1,249,881.43

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

WELFARE SERVICES

Apr 12 - Mar 13

Fund Balance April 1, 2012	599,044.00
2023 - Welfare Services - Revenue	
2023000 - Property Taxes	340,491.86
2023100 - Replacement Taxes	2,057.45
2023250 - Interest Income	1,141.67
2023300 - Other Income	21,959.52
2023350 - CEDA - LIHEAP	11,411.00
Total 2023 - Welfare Services - Revenue	<u>377,061.50</u>
2024 - Welfare Services - Expenditures	
2024ADM - Administration	
2024201 - Salaries	189,805.37
2024202 - Office Supplies	3,266.86
2024204 - Equipment	10,814.58
2024205 - Travel & Training	2,365.26
2024210 - Printing	3,332.47
2024212 - Dues, Pubs & Background Checks	1,061.06
2024213 - Community Affairs / Misc	2,270.61
2024508 - Transfer to Capital Fund	3,910.00
Total 2024ADM - Administration	<u>216,826.21</u>
2024HOM - Home Relief	
2024101 - Food	13.74
2024102 - Rent	109,664.29
2024103 - Utilities	21,676.75
2024105 - Clothing	22,178.89
2024106 - Travel Expenses	9,314.12
2024115 - Medical / Lloyds	180.00
2024116 - Catastrophic Insurance Premium	3,175.00
2024119 - Emergency Assistance	34,874.59
Total 2024HOM - Home Relief	<u>201,077.38</u>
Total 2024 - Welfare Services - Expenditures	<u>417,903.59</u>
Ending Fund Balance	558,201.91

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

MENTAL HEALTH BOARD

Apr 12 - Mar 13

Fund Balance April 1, 2011	788,399.00
5053 - Mental Health - Revenue	
5053000 - Property Taxes	1,000,048.58
5053100 - Replacement Taxes	6,858.16
5053250 - Interest Income	972.79
5053350 - Rental Income	11,500.00
5053850 - Tide Revenues	5,813.33
5053855 - Telephone Reimbursement	3,797.09
5053950 - Pace Revenues	1,650.00
Total 5053 - Mental Health - Revenue	<u>1,030,639.95</u>
5054 - Mental Health - Expenditures	
5054ADM - Administration	
5054001 - Hanover Township Services	4,500.00
5054002 - Legal	2,226.50
5054005 - Training	330.00
5054006 - Personal Expense Reimbursement	309.21
5054009 - Salaries	50,520.00
5054010 - Employee Insurance	5,242.12
5054012 - Supplies	175.08
5054013 - Postage	219.63
5054014 - Equip / Database	1,674.71
5054508 - IMRF Expense	5,666.66
5054522 - FICA Expense	3,864.78
5054537 - Community Relations	837.40
5054538 - Miscellaneous	471.05
5054539 - Dues	37.50
5054540 - Special Events	310.00
5054541 - Printing	342.87
5054544 - Consultants	6,974.00
Total 5054ADM - Administration	<u>83,701.51</u>

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

MENTAL HEALTH BOARD

Apr 12 - Mar 13

5054COM · Community Resource Center	
5054210 · Utilities	5,622.30
5054213 · Janitorial	4,968.00
5054216 · Telephone Systems Maintenance	812.50
5054217 · Capital Improvements	4,945.98
5054250 · Building Maintenance	3,393.92
5054286 · Agency Support Services	8,070.67
Total 5054COM · Community Resource Center	27,813.37
5054SVC · Service Contracts	
5054100 · CASI	20,000.00
5054102 · CAC Family Support	738.81
5054103 · CAC Safe from the Start	14,000.00
5054104 · Community Crisis Center	28,000.00
5054105 · Community Crisis Counseling	23,000.00
5054107 · Open Door Clinic	5,000.00
5054108 · Aid Supportive Employment	38,000.00
5054109 · Aid Case Management	5,000.00
5054112 · Clearbrook Children's Program	5,500.00
5054113 · Clearbrook Residential	4,000.00
5054114 · Clearbrook Development Training	2,500.00
5054123 · Easter Seals DuPage	41,000.00
5054127 · RENZ Prevention	15,500.00
5054128 · RENZ Outpatient	51,999.99
5054129 · Day One Network	7,000.00
5054130 · Northwest Casa	8,000.00
5054131 · AID Transportation	20,400.00
5054132 · Ecker Therapy Services	67,000.00
5054135 · Ecker Center / PEP	3,500.00
5054136 · Hanover Township Youth & Family	8,740.00
5054137 · HT Alternative to Suspension	25,000.00
5054138 · Contract Support Services	80,341.00
5054140 · Maryville Academy Casa Salama	25,000.00
5054141 · Shelter Inc Healthy Families	12,000.00
5054142 · Centro De Informacion	30,000.00
5054146 · The Bridge	18,000.00
5054148 · Family Service Youth	21,000.00
5054149 · Family Services Senior	12,500.00

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

MENTAL HEALTH BOARD

	<u>Apr 12 - Mar 13</u>
5054156 · Epilepsy Foundation	1,000.00
5054158 · Larkin Center	7,000.00
5054160 · Summit Center	9,500.00
5054162 · Tide Project	11,826.50
5054165 · Alexian Bros - Outpatient Psych	18,499.94
5054166 · Pads of Elgin	17,000.00
5054167 · Alexian Brothers - Senior MH	34,000.00
5054169 · Elgin Family Center - Case Mgmt	8,500.00
5054170 · Elgin Family Ctr - Post Partum	5,000.00
5054172 · Countryside In-Home Respite	2,997.50
5054174 · Special Ed Advocacy Center	5,000.00
5054175 · WINGS Transitional Shelter	8,500.05
5054177 · Staff Development Grant Fund	6,340.00
5054178 · MI-Drug / Medical Tests Fund	785.20
5054179 · Challenge Grant Fund	25,000.00
5054180 · Capital Grant Fund	42,118.47
5054182 · Clearbrook Employment	2,000.00
5054183 · Community Crisis SA Counseling	9,000.00
5054188 · Bartlett Learning Center	7,000.00
5054189 · Crisis Line Development	10,000.00
5054191 · Leyden Township	31,000.00
5054193 · Boys & Girls Club	5,000.00
5054194 · CCC	7,000.00
5054195 · Autism Society of IL	1,000.00
5054196 · Catholic Charities Caregivers	2,000.00
5054199 · Greater Elgin Family Care Center	2,560.00
5054200 · Kenneth Young Center	7,000.54
5054201 · Journey from PADS to Hope	4,000.00
Total 5054SVC · Service Contracts	<u>883,348.00</u>
Total 5054 · Mental Health - Expenditures	<u>994,862.88</u>

Ending Fund Balance

824,176.07

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

IMRF FUND

	<u>Apr 12 - Mar 13</u>
Fund Balance April 1, 2012	134,499.00
6063 - IMRF - Revenue	
6063000 - Property Taxes	166,249.86
6063250 - Interest Income	123.28
6063255 - Transfer In	143,000.00
Total 6063 - Retirement - Revenue	<u>309,373.14</u>
6064 - IMRF - Expenditures	
6064508 - IMRF Expense	294,426.54
Total 6064 - Retirement - Expenditures	<u>294,426.54</u>
 Ending Fund Balance	 149,445.60

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

SOCIAL SECURITY FUND

	<u>Apr 12 - Mar 13</u>
Fund Balance April 1, 2012	42,866.00
6563 - Social Security - Revenue	
6563000 - Property Taxes	134,369.01
6563250 - Interest Income	23.70
6563255 - Transfer In	79,000.00
Total 6063 - Social Security - Revenue	<u>213,392.71</u>
6564 - Social Security - Expenditures	
6564522 - FICA Expense	202,707.70
Total 6564 - Social Securty - Expenditures	<u>202,707.70</u>
Ending Fund Balance	53,551.01

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

VEHICLE REPLACEMENT FUND

Apr 12 - Mar 13

Fund Balance April 1, 2012	639,485.00
7003 - Vehicle Replacement - Revenue	
7003250 - Interest Income	1,374.33
7003440 - Bus Fares	8,437.00
7003445 - Grants	70,000.00
7003450 - Transfer In	15,000.00
Total 7003 - Vehicle Replacement - Revenue	<u>94,811.33</u>
7004 - Vehicle Replcmnt - Expenditures	
7004408 - Vehicle Purchase	34,133.18
7004540 - Bus Purchase	1,933.00
Total 7004 - Vehicle Replcmnt - Expenditures	<u>36,066.18</u>
Ending Fund Balance	698,230.15

SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS

March 31, 2013

CAPITAL PROJECTS FUND

	<u>Apr 12 - Mar 13</u>
Fund Balance April 1, 2012	458,653.00
8083 - Capital Projects - Revenue	
8083445 - Grant	80,000.00
8083450 - From Town Fund	223,750.00
8083455 - From Senior Center	118,000.00
Total 8083 - Capital Projects - Revenue	<u>421,750.00</u>
8084 - Capital Projects - Expenditures	
8084413 - Senior L.L. Build Out	210.15
8084414 - Senior Park	223,674.84
80844225 - Building & Perm Expenditures	51,456.07
Total 6064 - Retirement - Expenditures	<u>275,341.06</u>
Ending Fund Balance	605,061.94

The Supervisor shall, within 30 days before the annual town meeting, prepare and file this report with the Township Clerk. This report is not required to be published in a newspaper.
(60 ILCS 1/70-15 & 1/70-30)

Subscribed and sworn to this _____ day of _____, 200__.

Supervisor of the Hanover Township

ROAD DISTRICT TREASURER'S ANNUAL REPORT

March 31, 2013

ROAD & BRIDGE FUND

To the Highway Commissioner, Hanover Township Road District, Cook County, Illinois.
I, Brian McGuire, Ex-Officio Treasurer of the Hanover Township Road District,
Cook County, Illinois, being duly sworn, depose and say that the following
statement is a unaudited financial report for the fiscal year beginning April 1, 2012 and ending
March 31, 2012.

	<u>Apr 12 - Mar 13</u>
Fund Balance April 1, 2012	1,951,692.00
Income	
3033 · Road & Bridge - Revenue	
3033000 · Property Taxes	830,086.10
3033100 · Replacement Tax	20,753.86
3033250 · Interest Income	7,442.63
3033300 · Permits & Traffic Fines	2,492.19
3033500 · Other Income	50.00
Total 3033 · Road & Bridge - Revenue	<u>860,824.78</u>
3034 · Road & Bridge - Expenditures	
3034ADM · Administration	
3034506 · Unemployment Compensation	276.38
3034508 · IMRF Expense	18,749.99
3034522 · FICA Expense	12,784.09
3034700 · Postage	619.25
3034701 · Legal	10,346.38
3034702 · Insurance	36,916.03
3034703 · Accounting	2,475.00
3034704 · Telephone	3,353.78
3034705 · Dues, Subs & Publications	982.00
3034706 · Travel Expense	624.08
3034707 · Printing	58.13
3034708 · Training & Conferences	425.73
3034709 · Uniforms & Safety Equipment	1,121.91
3034710 · Community Affairs	7,091.32
3034711 · Utilities	4,107.60
3034712 · Miscellaneous	565.56
3034713 · Service Charges	63.83
3034714 · Office Supplies	376.56

3034716 · Transfer to Sr. Transportation	328,208.00
3034717 · Transfer to Vehicle Fund	70,000.00
Total 3034ADM · Administration	499,145.62
3034ROD · Road Maintenance	
3034600 · Controlled Substance Testing	1,190.00
3034601 · Salaries	167,112.23
3034602 · Road Materials & Operations	16,513.10
3034603 · Gasoline	13,909.64
3034605 · Maintenance / Supplies	89.66
3034606 · Engineering	8,676.00
3034607 · Contract Work	265,823.65
3034610 · Street Lighting	8,065.45
3034614 · Signs, Stripping & Tree Removal	94.66
3034616 · Salt	18,776.84
Total 3034ROD · Road Maintenance	500,251.23
303EQM · Equipment	
3034604 · Machine Rental	140.00
3034608 · Equipment Purchase	36.16
3034609 · Maintenance Vehicles & Equip	12,039.40
Total 303EQM · Equipment	12,215.56
Total 3034 · Road & Bridge - Expenditures	1,011,612.41
 Ending Fund Balance	 1,800,904.37

The treasurer shall present this report of itemized receipts and disbursements annually within 30 days after the end of the fiscal year to the Highway Commissioner of the district. This report is not required to be published in a newspaper. (605 ILCS 5/6-205)

Subscribed and sworn to this _____ day of _____, 20_____.

Ex-Officio Treasurer of the Hanover Township Road District



CERTIFICATION OF ACCOUNTS BY TRUSTEES

April 16, 2013

The Board of Trustees has checked all payments and vouchers against the Township as to available funds, the Budget & Levy Ordinance and validity of claim.

The Board has received the Supervisor's Annual Financial Statements and find the Ledgers of Accounts to be in order and available for the annual audit performed by a private auditing agency.

Signed _____
Trustee Mary Alice Benoit

Signed _____
Trustee William Burke

Signed _____
Trustee Howard Krick

Signed _____
Trustee Sandra Westlund-Deenihan



HANOVER
TOWNSHIP

Annual Report
2012-2013

Hanover Township Meeting Schedule

The Hanover Township Board of Trustees will meet on the following dates in 2013:

April 16 - Annual Town Meeting 7:30 PM (60 ILCS 1/30-5)

April 16

May 7

May 21

June 4

June 18

July 2

July 16

August 6

August 20

September 3

September 17

October 1

October 15

November 5

November 19

December 3

December 17

Meetings are generally held at the Senior Center in Veterans Hall, 240 S. State Route 59.

Meetings generally start at 7:00 p.m. and are open to the public.

Check the website for location or time updates and changes.

Board Workshop and Committee Meetings are posted on the website, as well as at other places around the Town.

Hanover-Township.org

Annual Report of Hanover Township 2012-2013

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Trustee Mary Alice Benoit

Trustee Howard K. Krick

Clerk Katy Dolan Baumer

Supervisor Brian P. McGuire

Trustee Sandra Westlund-Deenihan

Trustee William T. Burke

Your 2012-13 Hanover Township Board and Elected Officials

Assessor



*Thomas
Smogolski*

Road Commissioner



P. Craig Ochoa



*Collector
Frank
Liquori
appointed
2/17/10*

Hanover Township's 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 Directors

James Barr, Township Administrator
Mary Jo Imperato, Welfare Services Director
Barbara Kurth-Schuldt, Senior Services Director
Thomas Kuttnerberg, Community Relations Manager
Cathy Mikulski, Chief Deputy Assessor
Dan Palmer, Emergency Services Director
John Parquette, Youth and Family Services Director
Suzanne Powers, Mental Health Board Coordinator
Sam Santangelo, Highway Foreman
Kirsten Smith, Community Health Director
Steve Speicher, Facilities & Maintenance Director

In your neighborhood...

Hanover Township
Administration
Assessor
Clerk
Downey Hall
Mental Health Board
250 S. State Route 59
Bartlett 60103
(630) 837-0301

Hanover Township Senior Center
Veterans Hall
Library

Craft & Activity Rooms
240 S. State Route 59
Bartlett 60103
(630) 483-5600

Hanover Township
Community Center
Township Food Pantry
Welfare Services
7431 Astor Avenue
Hanover Park 60133
(630) 540-9085

Hanover Township
Community Resource Center
1535 Burgundy Parkway
Streamwood 60107
(630) 837-6445

Hanover Township
Community Relations Office
Community Activity Room
One American Way
Elgin 60133
(847) 888-8329

Hanover Township Road District
Battery/Dry Cell Drop-Off
behind the Township building
250 S. State Route 59
Bartlett 60103
(630) 837-0960

Hanover Township
Youth & Family Services
250 S. State Route 59
Bartlett 60103
(630) 483-5799

Hanover Township
Office of Community Health
Senior Center, Lower Level
240 S. State Route 59
Bartlett 60103
(630) 483-5600

Hanover Township
Emergency Services Station #1
Bartlett Fire Barn
218 Main Street
Bartlett 60103
(630) 483-5600

Hanover-Township.org



Letter from the
Township Supervisor
Brian P. McGuire

It is my honor and privilege to submit this report for the 163rd Annual Meeting of Hanover Township. Hanover Township officials, staff and volunteers have been working hard on behalf of Township residents.

Our Township remains a leader among Illinois Townships in services it provides, transparency and strong fiscal controls. Hanover Township increased its rating from the Illinois Policy Institute to 100% for its transparency score. Residents can log on to the Township website and view staff and officials' salaries, budgets, audits and much more. Hanover Township is one of only five local governments to achieve the 100% rating.

Township Clerk Katy Dolan Baumer was elected by her peers to serve on the Township Officials of Illinois Board representing the clerk's division. Not since former Township Clerk Marie Downey has Hanover Township been represented on the board of the state association.

Highway Commissioner Craig Ochoa continued to help support the senior Dial-a-Ride program that assists so many in our Township to remain independent in their own homes. He also serves as the coordinating official for the Township's annual recycling event. Under his watchful eye the road crew continued to do an outstanding job of taking care of the unincorporated roads serviced by the district.

Township Assessor Thomas Smogolski and his staff worked hard this year in helping a record number of residents file for property assessment appeals, claim exemptions and receive certificate of errors. He once again hosted an outreach seminar by the Cook County Board of Tax Review to explain the property tax system and make it easy for residents to talk with board staff. A special thank you goes out to his Chief Deputy, Cathy Mikulski who will retire this year after a long career with the Assessor's office.

Township Collector Frank Liqouri continued to be a walking ambassador for the Township this past year. Whether organizing a clean-up of senior citizens' lawns or volunteering in the community, he did so with passion and enthusiasm. Mr. Liqouri will most likely be the last resident to hold the office of Township Collector. At the end of his term in January 2014 the office will cease to exist.

Our residents are served by four individuals who are truly professionals in all they do at the Township. The Township trustees have worked collaboratively to make sure Hanover Township is a leader in local government. They take their responsibility seriously without being pretentious and always putting the



Road Commissioner P. Craig Ochoa, Clerk Katy Dolan Baumer, Assessor Tom Smogolski, Trustee Mary Alice Benoit, U46 Superintendent Jose Torres, 2012 Principal of the Year Morris Mallory of Gifford Street High School, Supervisor Brian McGuire, Trustee William Burke, Trustee Sandra Westlund-Deenihan, and Trustee Howard Krick during the 2012 Principal of the Year Recognition.

interest of the Township first and foremost in their decisions. As Hanover Township Supervisor, I have the honor of serving with Trustee Sandra Westland-Deenihan, Trustee William Burke, Trustee Mary Alice Benoit and Trustee Howard Krick.

Trustee Sandra Westland-Deenihan will step down from the board in May, having chosen not to seek another term in office. Trustee Westland Deenihan brought a passion to the board for environmental sustainability and fiscal accountability. During her service she led the efforts to reinvigorate the Committee on Youth and created the Environmental Sustainability Working Group. I personally must thank her for her friendship and loyalty to Hanover Township and myself. We wish her well in her new pursuits.

The Township is very fortunate to have three citizen advisory committees, a community mental health board and foundation board to help it provide services to its residents. Members of the Committee on Youth, Senior Services Committee, Public Health and Safety Committee, Hanover Township Foundation Board, and Mental Health Board donate many hours of service to their missions. We are grateful for their dedication and service.

In my previous reports as Supervisor, I have provided updates on the investigation and criminal case regarding a theft by a previous employee. In 2009, after taking office as Supervisor, I discovered several irregularities in the distribution of general assistance funds and referred our findings to the Cook County State's Attorney Office, Division of Public Integrity. My office turned over to the state's attorney over \$500,000.00 in questionable checks. In addition, a letter from the Salvation Army, which was sent to my predecessor, questioning the use of relief funds was also given to the prosecutor's office. In August 2011, the former director of welfare services pleaded guilty to stealing government funds and was sentenced to serve six years in prison.

After an investigation and consultation by outside legal counsel, the Township Board made one of the most difficult decisions an elected board has to make. In order to recover the hundred of thousands of dollars that were stolen from the tax payers, the board voted to file suit against the former Supervisor in order to collect on the bond that the office holds.

This action was not taken lightly and was brought about for several reasons. First and foremost is that under state statute, the Township Supervisor alone is responsible for overseeing the disbursement of general assistance funds. The Supervisor performs this role without the oversight of the Township board. The former Supervisor was alerted by the Streamwood Police Department that the employee in question was possibly committing fraud, but he took no action. He also co-signed a loan for the employee and our investigation revealed that Township funds were used to make a payment on this loan. In addition, many checks were signed by the former Supervisor that were in excess of the flat grant aid amount at the time. I am happy to report that this matter has been settled out of court and that these efforts have resulted in \$337,000 being recovered from the insurance company and returned to the taxpayers of Hanover Township.

Township departments have each prepared detailed reports on their efforts and accomplishments this year. I would like to share some highlights with you as part of my report.

The Welfare Services Department under Director Mary Jo Imperato continued to set records this year for number of clients served. The department has hired an employment specialist to assist those relying on general assistance as well as those who are unemployed to seek employment. The department has also increased its outreach within the neighborhood to help residents. The department expanded its work with area churches to provide volunteers for the food pantry and the adopt-a-family and holiday toy drive program.

The Township continues to receive an outpouring of financial support from our community. These funds are deposited with the Hanover Township Foundation, a 501c3 charity that has existed since 1995. The fund allows staff the flexibility to help even more people in need within our Township and keep many families from collapsing because of unforeseen and often tragic economic challenges. The Foundation is governed by a three member board of directors who serve without compensation. The current Directors are William Tiknis, Marvin Kramer, Jr. and I.

The Youth and Family Services Department, under the leadership of Director John Parquette, continues to do a remarkable job delivering family therapy, working with our schools, and conducting youth outreach and prevention programs to combat juvenile delinquency. The Township's Open Gym and tutoring programs continue to see increased participation throughout the Township.

This past year, the Department started an alternative to suspension program to work with students who are frequently suspended in school and outside of school, to improve their decision making and take more accountability for their decisions.

The Senior Services department under the direction of Barbra Kurth-Schult has achieved national accreditation for the senior center. The center is the first Township run senior center in Illinois to achieve this honor and one of only seven centers to earn accreditation in the state. The department continued to provide transportation, recreation and social services to our senior population. Through the cooperative efforts of our officials, staff and volunteers, Hanover Township was awarded Township of the Year by Illinois Township Association of Senior Citizen Service Committees in 2012.

Kristen Smith joined the Office of Community Health late last year becoming the office's second director. Director Smith has continued to oversee the delivery of community health programs to our residents. She brings to the position a drive for excellence in service and a strong commitment to making Hanover Township residents healthier. Home visits, health screenings and helping resident's access primary care are done with a smile by our community health team members. A special thanks to Dr. Daniel O'Malley who serves as our volunteer Township Medical Director.

Trisha Simon, who was the first director, lost a long, hard fought battle with colon cancer in August 2012. Director Simon did an outstanding job in establishing Hanover Township as a community health provider. While she is no longer with us, the impact of her work and passion for service will never be forgotten.

The Facilities and Maintenance Department, under the leadership of Director Steve Spechjer continued to work to keep the Township in tip top shape. From keeping the vehicles of the Township running safe and efficient to performing preventive maintenance on the Township buildings, the department continued to provide excellent service to our residents and saving taxpayer money through the work they do.

The Hanover Township Mental Health Board, under the chairmanship of Brian Gorcowski, continued to insure that agencies were funded to help meet the mental health needs of our residents. The Board continued to offer emergency funds to help agencies affected by the State of Illinois cuts and slow paying of funds.

Administrative Services, under the direction of Administrator James Barr, is responsible for the day to day operation of the Township. This past year the Township was honored to receive the Government Finance Officers Association Distinguished Budget Presentation Award. This prestigious recognition is awarded to less than 2%

of local governments across the United States. In addition the Administrative Services Department has played an important role in keeping the Township within budget and allowing the board to not raise property taxes for the last two years.

The Emergency Services Department saw utilization jump again this year. Volunteers responded to many requests to assist police and fire departments within and around Hanover Township. The unit received accreditation from the Illinois Search and Rescue Council and is actively pursuing certification from the Cook County Emergency Management and Homeland Security Department. Training continued to be a



priority for the members of the department with training being conducted each Wednesday and many members attending weekend classes as well. The department continued its public safety patrols of unincorporated subdivisions and Township buildings. The department is under the direction of Dan Palmer who is assisted by Deputy Director Kevin Forkin.

The Office of Community and Veterans Affairs oversaw the operation of our Elgin Satellite Office and our outreach to those who served our country in the armed forces. Under the leadership of manager Tom Kuttentberg, the Township has developed strong relationships with multiple homeowners associations and the major press publications in the Township. These efforts have led to an increased awareness of Township services among our residents.

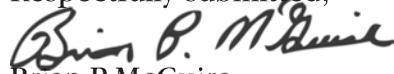
I would like to thank all of the volunteers who help the Township be a leader in service and help us live up to our motto, "Where Great Service Happens." We could not do it without the hundreds of volunteers who serve in the different departments.

Hanover Township remains in good financial shape and the envy of many other units of local government. We continue to budget conservatively on both the revenue and expense columns. We are able to maintain a healthy reserve that has allowed us to deal with slow tax collection and payment by Cook County.

Hanover Township received a special gift from the Elgin Chapter of the Izaak Walton League. In August the organization's leadership approached me about gifting its lodge and 11.3 acres of land to the Township. In March of 2013 the building and land were formally given to Hanover Township. This gift will allow the land to remain open space and be used for outdoor programming by Township departments in the future. We cannot thank the club enough for its generous gift to future generations of Township residents.

Thank you to my family and the families of the officials and staff. They sacrifice much in order that we may serve. I consider it an honor and a privilege to serve the residents of Hanover Township as your elected Township Supervisor. Please feel free to call or e-mail me whenever you have a question regarding the Township, a suggestion for service improvement or if you or a resident is in need of Township services.

Respectfully submitted,



Brian P. McGuire

Supervisor



Supervisor Brian McGuire here explaining to State Representative Keith Farnham and other area representatives, the impact the newly remodeled Community Center on Astor will have, and already has had, in the community.

Office of the Clerk

The Clerk's Office strives to provide fast, courteous and efficient services to the Township residents, Board, other departments, and other citizens through the most modern and cost-effective methods available, and to maintain the Township records in a systematic, orderly, logically organized, and accessible manner.

2012-13 has been a very exciting year in the Clerk's office. We completed a cycle of records archiving and underwent an extensive project to find, scan and upload thousands of pages to our website so that the Township was able to win the coveted 100% Transparency award from the Illinois Policy Institute.

It is my pleasure to report that the Clerk's Office budget has again been decreased for FY13, for the third consecutive year. In addition, we have dramatically increased our revenues - up more than \$7,000 over last year. This revenue is non-tax dollars, mostly through passport services, and covers most of the staff expense in the Clerk's office, representing an effort to do more with less, while providing the finest services.

One of the Clerk's most important responsibilities at the Township is to maintain the records. Our ongoing system of scanning documents and then uploading them to the web is really turning our office green! Green, as in eco-friendly and paperless. Our webpage on the Township website is updated almost daily, providing much information on Board actions and Township events. Today, a browser can search, access and download minutes, agendas and much more directly from the website.

Voter registration and election services are valuable services we provide to our residents. The Township was delighted to host Early Voting for the Primary Election in Elgin at our Community Affairs Office. This location allowed many residents, who may not have otherwise voted, to take advantage of the convenience of Early Voting in their neighborhood. We have agreements with Streamwood, South Elgin and Bartlett High Schools, with Lexington Health Care, Clare Oaks and Victory Center, and with the Streamwood, Hanover Park and Bartlett Park Districts to provide on-site voter registration.

April 2012

- Administered the Oath of Office to new members of the Senior Citizens Service Committee, Public Health & Safety Committee, and the Mental Health Board
- Annual Town Meeting
- Spring Community Shred
- Senior Services Triad Agreement Ceremony
- Township Officials of Cook County Clerks Association Meeting
- Laurel Hill Elementary Community Resource Fair

May 2012

- Student Government Day
- Voter Registration at Streamwood High School
- COY Principal of the Year Reception and Youth Leadership Banquet
- Veterans Memorial Services in Bartlett, Elgin, Hanover Park, and Streamwood
- Flag retiring Ceremony - Bartlett
- Streamwood POW/MIA Ceremony
- Bid Opening for the HTRD Parking Lot Resurfacing
- Township Officials of Cook County Clerks Association Meeting

June 2012

- Township Clerks of Cook County Association Board Meeting
- TOI Clerks Division Meeting
- Dedication of Heritage Marker at Lord's Park
- Presented Educational Seminar for Township Officials of Illinois
- Bid Opening for the Runzel Reserve
- Operation Support Our Troops
- Relay for Life

July 2012

- Township Officials of Illinois Education Seminar for Clerks
- Administered Oath of Office to new members of the Committee on Youth
- Northwest 4th Fest with Hoffman Estates
- Community Character Expo
- Streamwood Summer Celebration Parade
- Streamwood Summer Celebration Booth
- Fifth Third Bank Community Day

August 2012

- Administered Oath of Office to new members of Emergency Management and Senior Citizen Services Committee
- Emergency Service Recognition Ceremony
- 3rd Annual Recycle Extravaganza
- Centro de Informacion Dream Act Project assistance
- Grand Opening of Mariano's Fresh Market in Schaumburg
- Artist Show presented by Hanover Township Seniors
- Conducted Voter Registration at Streamwood Starbuck's, Victory Centre, and at Clare Oaks Retirement Community

September 2012

- Voter Registrations at the Senior Center, Community Center, South Elgin High School, Streamwood High School, Bartlett Park District, and during the Wellness Expo.
- Streamwood Patriot Day Freedom Walk sponsored by Countryside Funeral Home in honor of those who lost their lives on 9/11.
- Just For the Health of It Wellness Expo
- Township Officials of Cook County Association Meeting

October 2012

- Streamwood Park District's Pumpkinfest.
- Streamwood Park District Safely Trick or Treat
- Township Community Center Ribbon Cutting Ceremony
- Administered Oath of Office to new members of the Public Health & Safety Committee
- Township Officials of Cook County Association Meeting

November 2012

- Mini-Passport Day in Hanover Township; two cartloads of food were donated to the Township Food Pantry.
- I Cash event: five residents were assisted; over \$200 was found for the Township.
- Township Senior Citizens Craft & Bake Sale
- Streamwood Veterans Day Memorial Observance
- Bartlett Veterans Day Memorial Observance
- Hanover Park Veterans Day Observance
- Village of Bartlett Tree Lighting Ceremony
- Township served as Polling Place and Receiving Station for Presidential Election
- Township Officials of Illinois Annual Conference

December 2012

- Hanover Park Tree Lighting Ceremony
- Streamwood Luminaria and Tree Lighting Ceremony
- New Leaders in Education Reception
- Conducted Local Election Official (LEO) duty of accepting petitions for the Consolidated Election; held lottery to determine ballot placement.
- Hosted election officials from around Cook County for the LEO Workshop
- Attended the LEO Workshop
- Township Officials of Cook County Fall Conference
- Township Officials of Illinois Board Meeting
- Township Officials of Cook County Clerks Association Meeting
- Disposal of Records approved by Local Records Unit Illinois State Archives

January 2013

- Hosted Illinois Secretary of State Mobile Drive Unit services
- Township Employee Awards Luncheon
- Administered the Oath of Office to two new Mental Health Board members.
- Township Officials of Illinois Board Meeting
- Township Officials of Illinois Legislative Topics Meeting

Township voter registrations have increased by over last year by more than 100. The November 2012 Suburban Cook County Post Election Report noted that Hanover Township is one of the few communities where voter registration was up - and up significantly, with a change of 5% over 2008. We serve those who have just moved into our area, young people of age to vote, those who need to change their address, and those who would not normally seek out an opportunity to register. We also offer absentee voter applications.

I have joined the Board and recorded the minutes for meetings, as well as during committee member candidate interviews and Executive Sessions, committee meetings, Board Planning Retreats, and many other Board gatherings. The popular Breakfast with the Board workshop is a success and was held nine Saturdays in 2012-13.



Clerk Katy Dolan Baumer was congratulated by Illinois Supreme Court Justice Thomas L. Kilbride after she took the Oath of Office as a Township Official of Illinois Board Member this past fall.

OFFICE OF THE CLERK		
SERVICE PROVIDED	FYTD: 2013	2012
Passports	1,685	1,285
Photo Fees	\$6,160	\$3,740
Total Passport Fees	\$50,263	\$43,721
Cook County Vehicle Stickers	211	192
Fishing/Hunting Licenses	134	131
Fishing/Hunting Agent Fees	\$55.50	\$97.75
Handicap Placards	201	275
Voter Registration	376	280
FOIA Request	15	26
Telephone Inquiries	923	2,079

February 2013

- Bid Opening for the Senior Transportation Dispatch Software
- Township Officials of Cook County Clerks Association Meeting
- Township host to Cook County Early Voting Site and Receiving Station

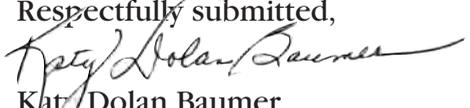
March 2013

- Streamwood Woman's Flower Show
- Committee on Youth 2013 Youth Leadership Banquet
- Township Officials of Cook County Meeting
- Township Officials of Illinois Board Meeting
- Village of Streamwood Commission Reception
- St. Alexius Women & Childrens Hospital Grand Opening
- EMS Bid Opening for Rescue Vehicle

Freedom of Information Requests have leveled off a bit compared to 2011-12, but those who request are remarking on the ease with which we handle their requests and are amazed at the amount of information available on our website.

This past fall, your Clerk has been elected by her peers to represent Hanover Township on the Township Officials of Illinois Board. This, along with service at the County level in the Township Officials of Cook County Clerks Association, and as an Education Director for the Clerks Division of the Township Officials of Illinois, insures that best practices and new ideas are continually brought home to Hanover Township.

Many thanks to the Emergency Services for their help with the Shreds this year; and during Breakfast with the Board, thanks to volunteers Shirley Geils and Tom Kuenker. Township events would not be so easy or successful without your continued support!

Respectfully submitted,

Katy Dolan Baumer
Clerk



During the New Leaders in Education Reception, Superintendent Torres paused a moment to take a pose with (from left) Trustee William Burke, Director of Youth & Family Services John Parquette, Trustee Sandra Westlund-Deenihan, and to the left of Dr. Torres, Trustee Howard Krick, Trustee Mary Alice Benoit, and Assessor Tom Smogolski. Trustee Benoit is the Board Liaison on the Committee on Youth, which organizes this annual event to welcome new educators in Hanover Township.

Office of the Assessor

The Assessor's Office continues to serve our residents with respect, compassion and total commitment. This year our office had two appeal filing opportunities. This fiscal year we filed 771 appeals and had two appeal seminars with over 300 residents in attendance.

We continue to reach more taxpayers with our New Homeowner mailings which notifies new residents of the services we provide and important information they need to know as new homeowners. This year we sent out 761 New Homeowner mailings. The foreclosure rate is increasing, with as many as 554 foreclosures in comparison to last year's rate of 466. We have had many new seniors come in to file for the first time for the Senior Exemption and the Senior Freeze Exemption. This was a result of our outreach in the Township newsletter.

Assessor Smogolski met with concerned taxpayers during a recent outreach seminar.



This year, the Cook County Treasurer's Office will send out the tax bills on time for the second year in a row, saving the taxing bodies from borrowing money and paying interest as they wait for their monies from the county.

As for what is happening in our office with staff, I was re-elected as Treasurer for the Cook County Township Assessor's Association for a third term. Patty Glascott and Peggy Deyne are continuing their education for the State requirement to continue their CIAO designation. Our long-time Chief Deputy Assessor Cathy Mikulski plans on retiring in June after 17½ years of service to the Township. She will be missed, but promises to come back to help out in times

of need. Our staff continues to have a presence at the Township Community Relations Office in Elgin every Thursday and the amount of visits from residents continues to increase.

Our office statistics for the last five years are listed here. Please do not hesitate to contact my office for any questions or additional information.

Respectfully submitted,

Thomas S Smogolski, SRA, CIAO
Assessor



Chief Deputy Assessor Mikulski helping a resident determine a best course of action.

OFFICE OF THE ASSESSOR						
	FYTD:	2009	2009	2010*	2011	2012
Number of Taxable Real Estate Parcels		34,143	34,237	34,251	34,258	34,217
Equalized Assessed Valuation		\$2,655,449,288	\$2,750,959,751	\$2,257,513,700	\$2,265,103,457	N/A
Township Governmental Unit Tax Rates (Total Rates)						
	Highest	10.061	9.568	10.25	12.02	N/A
	Lowest	4.82	4.961	5.433	6.228	N/A
Building	Average	7.300	7.183	8.194	9.112	N/A
Permits Processed by the Township Assessor		3,392	3,162	10,558	4,170	3,986
Incoming Calls to the Assessor's Office		4,403	4,618	4,551	4,580	4,061
Office Visits to the Assessor's Office		3,005	3,739	4,504	6,160	4,461

*Triennial Reassessment Year. N/A: Not Available at this Time.

Road District

I can't believe another year has come and gone and we're already into 2013. To bring you up to date on Highway Department activities for the past year, it was a big success for you, our residents, and for the Highway Department.

As I write this report, we are just finishing up our winter weather responsibilities. Due to the mild temperatures, we were able to cut back on salt usage saving our taxpayers money. As a matter of fact, we usually purchase about 1,000 tons of salt each year, but because of this warm winter, we only bought 400 tons, saving about \$36,000. We continue to develop a strong intergovernmental relationship with the City of Elgin Public Works division where we store the salt in one of their salt domes, thus saving us money by not having to have our own salt dome.

In July the ring road that encircles the Township offices was resurfaced. This road was in terrible condition due to the extreme amount of traffic it gets and it desperately needed to be repaired.

Our annual Brush Pick-up program for unincorporated residents continues to be a huge success. We mulch the wood items so anyone within the unincorporated area who would like mulch delivered should call our office and, based on a first come, first served basis, we will get it out to you at no cost.

Just a reminder: from the first week in April through the first week in November, unincorporated County residents can place their twigs and tree branches with the ends towards the street at the end of their driveway and the Highway Department will come by and pick them up.

Perhaps the biggest event we sponsored and coordinated this past year was our one-day Recycling Extravaganza event. This was the third time we offered this Township program and the turnout was excellent. The 4th Annual Recycling Extravaganza event is scheduled for Saturday, August 3, 8 a.m. to 1 p.m. The list of items we will accept is constantly growing so be sure to visit hanover-township.org for an update.

Worn American Flags • Used Working Bicycles • Cell Phones
Hearing Aids & Eye Glasses • Gently worn Shoes
Fire Extinguishers • Light Bulbs • Propane Tanks
Dry Cell/Car/Marine Batteries • Prescription Meds
Small Electronic Equipment • Books & Magazines • Document Shred

We continue to work closely with our partner U-46 School District on several programs, such as the Student Drivers Education. We financially support the Senior transportation department, which allows residents the opportunity to travel to and from doctors office visits, grocery store shopping trips and other important appointments at a low fare.

The Road District offers unincorporated Township residents valuable services including safety striping unincorporated Township roads, cutting grass in the common areas, and cleaning those streets of refuse and dead animal pick up. In addition, for the unincorporated residents, the Highway Department staff replaces safety signage, approves driveway permits, sprays for noxious/toxic weeds, repairs and patches damaged roads and shoulder stone work, assists unincorporated residents with flooding issues, and installs new and fixes existing street lights.

The Department is responsible for the cleaning of most Township vehicles. A dry cell/alkaline battery-recycling drop off is located in front of the Highway department garage for all residents. Additionally, we work with Cook and DuPage Probation Courts Services providing community service work hours for offenders. I actively participate in the Cook County Highway Commissioner's Association, and with the Township Officials of Illinois organization to help educate our department.

Along with our relationship with the City of Elgin, we maintain a good working relationship with the Cook County Highway Department, and both the Village of Bartlett and of Hanover Park. We also work closely with homeowners' neighborhood watch programs for safety issues.

None of these activities would happen as effectively without the hard work of the three Highway Department staff members lead by foreman Sam Santangelo. Without these dedicated and committed staff, it would hard to accomplish so successfully all the things we do.

Respectfully submitted,

P. Craig Ochoa

Highway Commissioner

Office of the Administrator

The Department of Administrative Services' mission is to ensure effective implementation of Township Board policies through efficient, professional management of the Township government. The Township Administrator serves as the organization's Chief Administrative Officer and in this capacity is responsible for administration, coordination and management of all Township services and employees not directly reporting to an elected official. In addition, Administrative Services is responsible for support services including financial management, human resources, information technology, grant development, intergovernmental relations, capital improvement planning, and strategic planning.

A number of accomplishments occurred within Fiscal Year 2013. The Department was asked to develop cross training among and between departments to increase team building and efficiency in service delivery. This was accomplished in three key areas: Administration, Senior Center Lower Level, and the Community Relations Office. Fulfilling FY13 Township Board strategic goals, the department created and implemented a performance measurement system to effectively evaluate all Township operations through the use of outcome-based measurements based on best practices. The Management Analyst spearheaded this project by meeting with each service department that directly reports to Administrative Services and assisted with the development of one to three performance measures to be tracked throughout the fiscal year. To date, 92% of the performance measures have reached goal achievement.

This year the department was honored with the Government Finance Officers Association Distinguished Budget Award. It is believed that Hanover Township is the second Township in Illinois and among approximately 2% of local governments in the United States that receive this distinction. Normally this takes multiple years of submissions to receive, however due to the hard work of the Management Analyst, the Township won the award on its first attempt. In addition, the department also completed an extensive Quality of Life Index that was sent to area officials and organizations. By monitoring key indicators Hanover Township can identify areas in which services and resources can be targeted to provide the greatest impact and the most benefit to the community.



Supervisor Brian McGuire accepted the Distinguished Budget Award on behalf of the Township, presented by Village of Streamwood Finance Director and representative of the Government Finance Officers Association, Mary Johnson Accepting the award with Mr. McGuire are from the left, Assessor Tom Smogolski, Trustee Bill Burke, Trustee Sandra Westlund-Deenihan, Trustee Mary Alice Benoit, Trustee Howard Krick, and Clerk Katy Dolan Baumer.

This fiscal year the department has submitted 16 grant applications for a projected total requested funds of \$301,800. To date, the Township has been awarded \$109,500 or a 36.3% return. Further, the Township earned a 100% transparency score from the Illinois Policy Institute. The Township is one of only four local governments in Illinois to achieve this score and the only Township in the state to do so. Finally, the department conducted a feasibility study regarding the development of a township cemetery.

Hanover Township hosted a variety of special events throughout the year including Operation Support Our Troops Freedom Bash to increase awareness and gather supplies to send to our overseas armed services men and women. In June, the Township also hosted the Bartlett, Streamwood, and Hanover Park area Relay For Life event in partnership with the American Cancer Society. In July the Township partnered with the Village of Hoffman Estates, City of Elgin, and Village of Hanover Park to host the largest Fourth of July festival in the suburban metropolitan area. Over 30,000 people attended the Northwest Fourth Fest located at the Sears Center in Hoffman Estates.

In the year ahead, the department is planning several major initiatives. These include developing a grant development workgroup and implementation of a Senior Center solar and energy efficiency project. We will also be spearheading the creation of action plans for each of the Board's five-year strategic priorities and assisting with the year one implementation of those goals. In addition, the development of the Izaak Walton property will be a major focus in FY14. This 11-acre site in Elgin will give the Township a permanent presence in Elgin and will be used primarily for youth programming. The property was gifted to the Township by the Izaak Walton League of Elgin.

Hanover Township, our officials, staff, and many volunteers, continue to strive to meet the changing needs of the community and live the motto, Hanover Township – where great service happens. The Department of Administrative Services is excited to provide leadership in this endeavor.

Respectfully Submitted,

James C. Barr, MPA, SPHR
Administrator

Katie M. Starkey, MPA
Assistant Administrator



Administrator James Barr was named Youth Staff Worker for 2012 by the Association of Illinois Township Committees on Youth (ATCOY), here with current ATCOY President, Hanover Township YFS Director John Parquette and Hanover Township YFS Clinical Manager Susan Alborell.

Community Health

The Office of Community Health strives to promote health and prevent the spread of disease and illness through education, outreach and assuring residents receive appropriate assistance with accessing healthcare services, community resources and referrals.

Among the many successful services offered to Hanover Township residents by the Office of Community Health are wellness screenings for diabetes, anemia, cholesterol, blood pressure and body fat analysis. Residents are counseled on their results and educated on actions they can take to improve their health through exercise, nutrition and other healthy lifestyle modifications. With a doctor's order, lab work can be drawn for a low cost and Coumadin monitoring can be performed. Vaccinations for Tdap (a three shot combination for tetanus, diphtheria and whooping cough) and seasonal flu continue to be offered for a small fee as well as tuberculosis testing. Additionally, the Office of Community Health assists residents with applying for various programs to aid in financial assistance with medical bills, medications and healthcare. We are an intake site for Access to Care and we collaborate with physicians to help residents apply for patient assistance programs that significantly reduce the cost of prescription medications.

We have partnered with several organizations and individual physicians to provide even more great services to the residents of Hanover Township. Because of these collaborative efforts, residents can get blood work done for a nominal fee through our partnership with Alexian Reference Lab, low cost immunizations and school physicals for children are offered monthly by Kidcare Medical, Dr. Ginsberg, a podiatrist, also comes to our office monthly to provide foot care for clients, and Advanced Gastroenterology Associates and Alexian Brothers Health System continue to provide free colonoscopies biannually to high risk individuals with low income who are uninsured. We also work closely with the local police and fire departments for crisis intervention with residents and providing referrals to appropriate local agencies.

Last September, the Office held its fifth annual "Just for the Health of It" health and wellness expo with approximately 1,000 attendees. In addition to our annual health expo, we attended several community health fairs and provided services such as blood pressure and cholesterol screenings. In May we participated in the Streamwood and Bartlett "Passport to Wellness" events and provided a first aid tent for Relay for Life in June. To increase outreach to our community, we have offered educational/interactive lectures and programs including a movie showing of "Forks Over Knives," a film that examines the effect an animal based diet has on degenerative diseases, and a woman's health workshop addressing health issues and pelvic core exercises. This past year, a new program was launched with the help of local CVS pharmacist, Bhavini Patel, called "Ask a Pharmacist," where residents can discuss the purpose, side effects and interactions of the medications they're taking with a pharmacist.

The Office of Community Health is excited for the upcoming year and looking forward to providing even more great screenings and services for its residents. We have already begun planning for the sixth annual "Just for the Health of It" health expo that will take place on Thursday, September 19 and hope you'll join us for it!

Respectfully submitted,

Kirsten Smith RN, BSN

Director

Where great service happens!

OFFICE OF COMMUNITY HEALTH			
SERVICE PROVIDED	FYTD:	2013	2012
Appointments			
ProTimes		292	297
TB skin test		95	129
Cholesterol		169	145
Pharmaceutical Assistance Prog.		63	145
Miscellaneous labs		190	144
Other		528	764
Total (unduplicated)		1,227	1,555
Clinic Clients			
Victory Centre of Bartlett		143	181
Glendale Terrace		71	121
Community Relations Office		119	57
Clare Oaks		52	58
Community Center (Astor Ave)		183	126
Total (unduplicated)		575	462
Public Education & Health Promotion			
Media coverage		36	53
Informational seminars		7	30
Ask A Pharmacist		6	N/A
Primary Care Provider Support		179	425
Phone Triage		6,795	7,782
Embracelet Program		76	160



Wear Red Day in Hanover Township, held to promote Cancer Awareness and sponsored by the Office of Community Health, was a success this year.

***“For the Health of It!”
Health & Wellness
Expo 2013
at the Township from 2 p.m.-6 p.m.
on Thursday, September 19.***

Emergency Services

The mission of the Emergency Services Unit is to provide all the residents of Hanover Township with trained volunteer service in times of emergencies or disasters, whether natural or man-made. The Township will use an “all hazards” approach to protect lives and property throughout the Township. To accomplish this mission, each volunteer will be trained in up to date emergency management training both in-house and through organizations such as FEMA, IEMA and local County and City Emergency Management Agencies.

The Hanover Township Department of Emergency Services (DES) is trained to respond to a wide range of emergencies and non-emergency events to either assist primary emergency responders or operate independently in times of natural and manmade disasters. This dedicated group of professional volunteers exists to provide a properly equipped, trained and ready unit to assist Township residents and the public safety agencies that serve them. The Unit assists many regional groups such as Milton Township, Maine Township, the American Red Cross and the Cook County Sheriff’s Department. Over the past year, DES has worked closely with municipal agencies that lie within the Township. There were numerous requests for assistance, a dramatically increased number from last year. Among these responses were for crime scene lighting/security, search and rescue call outs, traffic control for accident scenes, municipal event traffic control, and assistance at a Road Side Safety Check. Our work with these agencies continues to increase as they become more familiar with the complete range of services that we offer.

These primary services are:

- Fire scene assistance
- Natural Disaster Assistance: Floods, Tornados, Snow
- Rail disasters
- Plane crashes
- Traffic Control
- Security Patrols
- Assisting Local Law Enforcement and Fire service personnel
- Search and Rescue

Of note is the recently added search and rescue service. This group is one of only nine in the state that has been validated by the Illinois Search and Rescue Council, a group dedicated to professionalizing and verifying credentials in the search and rescue community. The validation is not easy to receive; some teams do not pass the validation test. The hundreds of volunteer hours spent training and preparing though lead to one of the highest passing scores for this process. Of interest is having just been validated a day earlier, the team was called upon to assist in the northwest suburbs in late September.

<i>DEPT. OF EMERGENCY SERVICES</i>		
SERVICE PROVIDED	FYTD: 2013	2012
Volunteers		
Total volunteers	33	25
New volunteers	15	18
Volunteer hours	2,763.75	2,151
Total Training Hours	1,386.5	1,554
Service Details		
Township events	22	25
Municipal Event Assistance	29	28
Emergency call outs	46	80
Safety Patrols	27	32
Miscellaneous	5	18

DES is staffed by a full-time director and 33 volunteers. Training provided to these volunteers includes Weather Spotting, Traffic Control, CPR/AED, Community Emergency Response Training (CERT), and the National Incident Management System (NIMS). Volunteers bring many different life experience and training backgrounds.

In FY13, DES provided nearly 3,000 hours of volunteer service in support of community needs. An additional 1,500 hours of training hours were logged by Unit volunteers. In addition to our fleet of emergency response vehicles, the Township Board approved the purchase of an all terrain vehicle (ATV). The ATV allows

for better service in remote areas and has been used in several emergency response requests in and outside of Hanover Township.

Respectfully submitted,

Dan Palmer
Director

Facilities & Maintenance

Fiscal year 2013 for Facilities & Maintenance has been a good year. The Township has grown and expanded its services which bring our department more responsibilities. Without expanding our staff, we have had to sharpen our skills and look at new methods on how to perform as efficiently as possible.

We started construction on the Runzel Reserve project in late fall of 2012. Runzel Reserve, named for the late Township Trustee Mary Ellen Runzel, is the green space between the Township Senior Center and the Victory Centre of Bartlett which will serve as a senior park. All grading has been completed and 70% of



the sidewalks have been installed as well as 60% of the new trees. Retention walls have been installed and filled with planting soil for the spring. The underground electric service and water lines have been started. Weather permitting, we will continue with this project anticipating completion in late spring.

The staff has begun renovations in the Youth & Family Services offices at the Town Hall building. We have been painting walls, removing old carpeting and completing much needed floor repairs. Later this year, we plan on renovating the bathrooms. Upon completion of the renovations, we will be



removing and installing a new and efficient reception area. This project is expected to be completed in May. The Township has recently accepted a gift of 11 acres and a lodge in Elgin from the Izaak Walton League. A number of improvements are needed to ensure that the facility is in good operating condition to best serve the public. The Township will install a new 90% energy efficient HVAC system to include central air cooling. We will ensure ADA compliance through construction of an elevator to the lower level of the lodge and reconstruction of the front entrance wheelchair ramp and doors. We have been busy receiving quotes for repairs and improvements to the property. The Township has recently applied for a Cook County Community Development Block Grant to help pay for these renovations. We continue to have site visits and work on the plan to implement these improvements, as well as developing plans to maintain the building and property. Lastly, I would like to recognize the dedication of the Facilities and Maintenance staff Rick Nelson, Dennis Grzesiak, Mike Rundquist and David Marcinek. Without their natural ability to adapt and go above and beyond, Facilities and Maintenance would not have successfully completed our projects this past fiscal year. Their ability to change hats from one moment to another is incredible.

Respectfully,

Steve Spejcher
Director

Community & Veterans Affairs

Community and Veterans Affairs is dedicated to providing Township residents with accurate and timely information in regards to all services and events offered by Hanover Township. The office is engaged in community events and actively promotes the mission and vision developed by the Township Board.

Like so many of the Township departments, FY13 was a very busy year for the Office of Community and Veterans Affairs. The department played a significant role in a number of important achievements for the Township and we are looking forward to continuing this responsibility into fiscal year 14.

Bill Tiknis, the Hanover Township Veteran's Advocate has been regularly meeting with Township veterans assisting them in receiving benefits and other aid from state and federal agencies. In partnership with Vitas Hospice, the Township hosted community outreach seminars for veterans in the areas of Post Traumatic Stress Disorder with an information session on the availability of benefits. These events were well attended and we look forward to hosting others in FY14. The Township thanks Village of Bartlett Trustee and attorney Patricia Kelly and attorney Robert Olson for volunteering their time in offering free legal assistance for Township veterans. This service has been very helpful and is appreciated by the Township and residents. This past year, 22 veterans were added to the Hanover Township Veterans Honor Roll. Since the program began in 2006, over 262 veterans have been recognized by the Hanover Township Board. To learn more about the Veterans Honor Roll, please call (630) 540-9085 or visit our website at hanover-township.org.

After opening its doors on February 1, 2012, the Hanover Township Community Relations Office in Elgin recently celebrated its one year anniversary. Since that time, this Township office has served over 2,194 residents assisting them in appealing their property taxes, a visit for a wellness screening from the nurse or receiving counseling from a Township therapist, just to name a few of the programs available. Many residents have expressed appreciation for having Township services so close to their neighborhood. We were also pleased to have partnered with State Representative Keith Farnham in bringing the Illinois Attorney General's staff to the office for an outreach program and enjoyed having the Illinois Secretary of State providing mobile driver services.

Last spring the Township launched an iPhone and Android application as a new resource for residents to stay informed about Township events, programs and services. The department worked with the developer to design and maintain the application. In an effort to keep up with the increased utilization of smart phones



and mobile devices, the Township also created a mobile version of the website to allow residents to view and navigate the site with ease. Both of these new services have been well received and we look forward to developing and growing our technological outreach to the community.



Under the direction of the Township Board, the department spearheaded the project to update the Township logo, which was in use since the mid 1980s, and while it was well-recognized throughout the area, we decided a fresh design was needed to better represent the Township. An online contest was launched and submissions were received from graphic designers from around the world. In the end, the Board approved a logo that modernized the old one in keeping the castle that represents the Township's history with Hanover, Germany.



Last summer the Township joined the City of Elgin and Villages of Hoffman Estates and Hanover Park participating in the inaugural Northwest Fourth-Fest at the Sears Centre in Hoffman Estates. This Office along with the Township's Emergency Services and Facilities & Maintenance departments played a significant role in coordinating this new project. While the event allowed for a great opportunity for the Township to promote our programs and services for our residents, it also served as a shining example of intergovernmental cooperation allowing for a cost effective way to celebrate the 4th of July.

Finally, the department worked closely with Township Board and Administrative Services in acquiring the gift of 11 acres from the Izaak Walton League of America Elgin Chapter that was formally received in March. The League is a national non-profit organization dedicated to protecting the soil, air, woods, and water of the United States. This generous gift allows for the organization to continue doing their work, but transfers ownership of the 11 acres, including a lodge built in 1939, to Hanover Township. The Township is very excited about the opportunity of expanding services at this location and looks forward to developing the property for residents' benefit.



In the coming fiscal year, the Office of Community and Veterans Affairs will collaborate with the Izaak Walton League,

Township departments and community organizations in developing a plan for utilization of the newly acquired property. We will also develop a weekly e-mail newsletter of Township news, events, programs and services to send to Township e-mail contacts.

OFFICE OF COMMUNITY & VETERANS AFFAIRS			
SERVICE PROVIDED	FYTD:	2013	2012
Website Visits		7,049	5,881
Facebook Likes		599	550
Media Releases		63	52
Veteran Contacts		83	N/C
Veterans Served		56	N/C
Resident Contacts (Elgin office)		1,836	N/C
N/C: Statistics not collected in 2012.			

Respectfully submitted,

Thomas W. Kuttenberg
Community Relations Manager

Welfare Services

Welfare Services is committed to improving the welfare of Hanover Township residents experiencing hardship. Providing resources and support empowering residents in achieving self sustainability; to serve promptly with dignity and respect. We are dedicated to serving the residents and will continue to strive to meet the needs of our community.

Much to the excitement of staff and residents, the renovations to the Hanover Township Astor Avenue Community Center were completed last October. The renovation included updating of current space as well as construction of a garage allowing the van to be parked inside and additional storage space for food pantry supplies. The reworking of space allowed for additional offices making it possible to provide additional resources for our residents.



Cook County Commissioner Tim Schneider, State Representative Fred Crespo, Township Supervisor Brian McGuire, and Hanover Park Board President Rodney Craig gathered with board members, community leaders, chamber presidents, and staff to celebrate the grand opening of the Community Center on Astor Avenue.

In January, Welfare Services introduced the Employment Services Division as a pilot program to address high unemployment in Hanover Township. The purpose of this program is to centralize and manage employment and training referrals, maintain a current job board and host job clubs for the purpose of increasing employment for residents.

General Assistance and Emergency Assistance programs continue to develop. Staff continues to research and train on new and ongoing programs available to assist residents facing financial hardship to insure the needs of our residents are met. Audits, scheduled and unscheduled, continue to be performed quarterly to insure accuracy and accountability in the disbursements of taxpayer's money.

Food Pantry usage increased 15% in FY13 serving over 10,000 families. The need for food and personal care items continues to grow and because of the support we receive from our community partners, we are able to meet those growing needs. The free summer lunch program and after school snack program offered through the Northern Illinois Food Bank continues at the Community Center at no cost to the Township.

DEPT. OF WELFARE SERVICES					
SERVICE PROVIDED	FYTD: 2013	2012	SERVICE PROVIDED	FYTD: 2013	2012
General Assistance			Social Services		
General Assistance clients	235	182	Com Ed Hardships	91	22
General Assistance appointments	588	482	Weatherization	20	37
Emergency Assistance appointments	317	180	Food Pantry		
Emergency Assistance approved	54	66	Served (households)	10,012	9,022
Crisis intake clients	3,056	1,382	New applications	1,373	1,118
Access to Care	83	33	Food Donations	629	624
LIHEAP Applications/PIPP Recertifications			Community Center walk-ins	4,214	4,161
Office	835	651			
Circuit Breaker	2	15			

The summer lunch program provided 75 free lunches daily to children from the community. The after school snack program is a structured program where children come and do their homework while enjoying a light snack.

The Community and Economic Development Association (CEDA) continue to provide services to Township residents in need. More than 800 applications were processed for energy assistance programs, a 25% increase from FY12. CEDA also provides employment assistance by providing resume writing services as well as financial assistance programs to residents to help with gas and electric costs, emergency car repairs and other financial needs. The Community Resource groups continue monthly at the Community Center with topics including nutrition and health, laughter yoga and more, as well as financial workshops to help with money management and foreclosure prevention assistance. These well attended, free groups will continue throughout FY14.

Programs in FY13 included distributing 600 candy-filled Spring bags; distributing more than 500 backpacks with school supplies thanks to Backpack Buddies and Communities that Care; distribution and collection of winter wear thanks to the Kiwanis Club of Streamwood and with the help from our community sponsors, toys were distributed for 2,706 children this past holiday season.

The Township Food Pantry operates solely on donations and contributions from residents, businesses and community organizations. Thank you food pantry auxiliary volunteers for keeping the pantry running seamlessly.

Richard and Doris Bayer, Donna Bowers, Tony Delao, Mirva Diaz, Ken and Gloria Francesconi, Karen Frasier, Patty Gabris, Ruth Geils, John Kennedy, John Koziol, Tom Kuenker, Patti Loomis, Ken Marcinek, Larry Petrusha, Judy Porto and Immanuel United Church of Christ of Streamwood, St. John the Evangelist of Streamwood, Because of Beth, and Kiwanis Club of Streamwood

Thank you to the many generous sponsors from the community including the Immanuel United Church of Christ in Streamwood for the use of storage space during the holiday season, Knights of Columbus from Mary's Millennium Council #12801 for collecting and donating more than 2000 toys this past holiday season, Bartlett and Streamwood Woman's Clubs for their much needed support of the food pantry, Bartlett Rotary Club for the donation of book cases and books to help improve the literacy of the youth in the Township, as well as support of the food pantry,

Streamwood Kiwanis, Streamwood VFW Post 5151 and Bartlett VFW Post 11018 for your generosity and support throughout the year, Bartlett Lions Club for your donation of 280 meal boxes during the holidays, Jewel Food Stores of Bartlett and Streamwood, Aldi, Banbury Fair, Clare Oaks Retirement Community, Panera and Starbucks. Finally, thank you St. John the Evangelist Church of Streamwood for purchasing 400 meal boxes to distribute to our residents this past holiday season. It is only with the generosity from our residents, businesses and local organizations we are able to make a difference in the lives of our residents facing financial hardship.

Welfare Services staff Intake Specialist Lissete Bonilla, Case Manager Kristin Cumbo MSW, Office Manager Lori Orozco, Food Pantry Associate/Driver Brandon Bucaro, and I are committed to improving the welfare of Hanover Township residents experiencing hardship. We continue to provide resources and empower

residents in achieving self sustainability and serve promptly with dignity and respect and are dedicated to serving the residents and will continue to strive to meet the needs of our community. This is our mission.

The auxiliary volunteer staff put in countless hours at the Hanover Township Astor Avenue Community Center.

Thank you to Auxiliary Staff Coordinator Jay Olriksen, for his dedication and hard work, Terrie Kuenker and Rodger McDowall for their countless hours processing LIHEAP and food pantry applications, and Shirley Schrade and Norma Smith for their never-ending smiles and help greeting residents.

Respectfully submitted,

Mary Jo Imperato
Director

Youth and Family Services

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

Services available to our Township residents include Family Therapy, Open Gym Program, Tutoring, Alternative to Suspension programming, PBIS Tier II Groups, Youth Employment, Substance Abuse Prevention programming, Community Service programming, and Parent/Teen University Workshops. Our services are comprehensive, professional, affordable, and based on best practices. We work diligently on the integration of research findings into our practice. We monitor our programs and services for impact, efficiency, customer satisfaction, and other evaluative benchmarks - this year we have exceeded our benchmarks for Clinical Services, Alternative to Suspension programming, and the Open Gym After School programming. We adapt to the current needs of our Township residents and community partners by assessing and addressing their identified needs. We take ownership of our work and gain satisfaction by empowering our residents to improve their quality of life. We strive to go above and beyond what our residents and our community partners expect from our efforts and work.

Additional development in services this year included the expansion of the After School Open Gym program to nine sites per week, expanding Alternative to Suspension programming to include three elementary schools, the addition of a school based group for Streamwood High School students who are frequently suspended in school, developing and offering Teen University workshops to address the social/emotional/employment educational needs of Elgin High School students, piloting a community-based Bilingual Tutoring Services program which includes service at Glendale Terrace in Hanover Park, hosting quarterly youth job fairs at local high schools, providing Parent University Workshops at Elgin and Streamwood High Schools, offering school-based family therapy services at Laurel Hill Elementary School, and grant funding to hire a Clinical Interventionist to research, develop, and launch substance abuse prevention services. Youth and Family Services continues to expand as a resource to School District U-46 by providing leadership in the transformational Task Force, the Community Alliance, PBIS Tier I, II, and III working groups, providing Tier II school based groups at seven schools, as well as presenting at local, state, and national PBIS conferences.

Thank you to Township residents for allowing us to work and continuously improve our services on their behalf, the management team and staff of Youth and Family Services for their passion, expertise, and diligence in meeting our mission, Trustee Mary Alice Benoit for being the Liaison to the Committee on Youth, our elected officials for their leadership and support, the Administrative Services staff for their support and leadership, the Committee on Youth for their vision and efforts in advancing the Department, and the collegial Township departments for their support and shared resources in advancing the quality of life for our residents.

Respectfully submitted,

John Parquette, LCSW
Director

<i>DEPT. OF YOUTH & FAMILY SERVICES</i>		
SERVICE PROVIDED	FYTD: 2013	2012
Outreach & Prevention		
Open Gym participants	11,360	8,388
Open Gym participants ⁽¹⁾	1,002	1,196
Alternative to Suspension referrals	123	243
Alternative to Suspension referrals ⁽¹⁾	105	77
Clinical		
Therapy clients (total attended)	3,495	3,081
Therapy clients (new clients)	577	271
Total families	690	628
New families	59	80
Clinical hours	2,705	2,605
Group session participants	4,999	2,850
Tutoring Participants		
Total	1,128	969
New students ⁽¹⁾	213	196
(1) Unduplicated		

Senior Services

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



Supervisor Brian McGuire and Director Barb Kurth Schuldt accepted the National Institute of Senior Centers Accreditation on behalf of the Township.

It has been an impressive year for Senior Services. The Hanover Township Senior Center was accredited in August by the National Institute of Senior Centers, a unit of the National Council on Aging. Hanover Township is the sixth center in Illinois to achieve this standard of excellence and the first township senior center to receive this acclamation. Accreditation has substantial value and benefits for a senior center as it results in national recognition, heightens awareness of senior center activities to the community, and improves and enhances the overall senior center operation. It says we do everything we can to go the extra mile for our clients.

The Programming Division doubled evening and weekend programs this year with a 163% increase in participation. Enticing programs such as the Wine & Chocolate Pairings, Art & Wine of France, and Whole Foods demonstrations are key to growth. Just as striking, the number of daily programs has doubled. The Spanish and German classes broaden the Senior Center's appeal as do the latest classes in technology: Skype, digital photography, and Craigslist, etc. The Community Relations Office is host to senior card clubs and programs such as Optimizing Brain Fitness, Energizing Creativity and lecture series, and a Social Services Caseworker is in Elgin one day a week, as well. The Social Services Division moved to the newly renovated lower level this past year. One of the Department's FY13 strategic goals was to study and implement how to build more efficiency into the delivery of social services to maximize productivity of caseworkers, developing standards of division operations and bringing external agencies on site. We have engaged a successful team of auxiliary staff receptionists who have scheduled thousands of appointments this year allowing for the caseworkers to spend more time on resident services. Employment counseling, economic security planning, senior housing assistance and Medicare

<i>DEPT. OF SENIOR SERVICES</i>					
SERVICE PROVIDED	FYTD: 2013	2012	SERVICE PROVIDED	FYTD: 2013	2012
Programming			Social Services		
Planned programs	1,995	1,469	Clients served (unduplicated)	1,150	1,056
Participants	20,323	18,416	Energy Assistance	548	417
Participants (unduplicated)	1,450	1,257	Prescription drugs & health insurance assistance	1,563	2,155
Wait listed (unduplicated)	949	867	Public Aid	173	240
Art & Computer classes	548	608	Social Service programs	115	112
Art & Computer class participants	4,552	5,209	Social Service program participants	1,128	1,424
New volunteers	75	57	Lending Closet transactions	727	720
Total volunteers	241	262			
Volunteer hours reported	18,387	19,845			
Meals delivered by volunteers	11,012	12,164			
Transportation					
One way rides given	20,729	18,701			
Individuals served (unduplicated)	719	710			
New riders	205	227			
Unmet Requests	304	189			

The Department's performance measurements indicate that 95% of Social Services clients feel the Township helped them maintain their sense of well-being and independence. Satisfaction with program quality is 95% and 97% of transportation riders are satisfied with services.

counseling are available from outside agencies on site. Additionally, internship opportunities are now posted online as the department makes headway in recruiting qualified interns to assist staff.

Senior Services has been researching a transportation software solution to increase efficiency in the Transportation Division. Bid proposals are now being reviewed and implementation of the software will take place shortly thereafter. Through Pace's Locally Based and Municipal Vehicle Program, the Township was able to lease a ten passenger vehicle creating a significant savings over purchasing a similar vehicle, and the Township has applied to the program again. Hanover Township received \$15,454 this past fiscal year from

Dial-A-Bus (Township senior transport) allowed these seniors to enjoy a stress-free outing.



the RTA to operate the "Volunteer Express" program. The program allows volunteers to drive their neighbors to doctor's offices outside Township boundaries or beyond Dial-a-Bus service hours. Funded by the Township's Mental Health Board, the Township began providing scheduled service this year to qualified residents receiving services from the Association for Individual Development.

The Department is meeting its goal of expanding resource development opportunities by offering sponsorships to businesses interested in the reaching the senior demographic. A draft of a planned giving program is being reviewed by legal counsel and plans are underway to launch an endowment program and create recognition for the benefactors.

Volunteers are essential to the operation of the Senior Center. From delivering meals, assisting in the kitchen, helping out at the reception desk, scheduling social services appointments, making quilts for Project Linus, and knitting and crocheting blankets and baby hats for Sherman Hospital, our volunteers share their time and talents to enrich the lives of others.

The Senior Center is celebrating its eighth year in 2013. Looking forward, the Department will focus its time and attention attracting newly retired community members who are interested in sharing their vast knowledge and skill sets with Hanover Township, in addition to fulfilling these departmental goals:

1. Develop outdoor programs to utilize Runzel Reserve as activity space.
2. Collaborate with the Office of Community Health to develop and implement educational programs with physical screenings to create evidence based outcome programs and reduce duplication of services.
3. Implement and expand marketing plan using auxiliary staff to conduct tactical outreach to promote the services we offer and become ambassadors for endowment opportunities.

Respectfully submitted,
Barbara Kurth Schuldt
Director



The Hanover Township Senior Center is fast becoming "the" gathering place for seniors, other residents and guests of all ages.

Mental Health Board

The mission of the Hanover Township Mental Health Board is to advocate for increasing the availability and quality of mental health services through the development of a comprehensive and coordinated system of effective and efficient program delivery, accessible to all residents of Hanover Township.

Mental Health Board

Brian Gorcowski, Chair
 Marvin Kramer, Vice Chair
 Linda Best, Secretary
 Kathy Biesiadecki
 Kirsten Cruthers
 Terry Gavin
 Jan Joerin
 Kimberly Lemke
 Trustee William T. Burke, Town Board Liaison

For the past 35 years, the Hanover Township Mental Health Board has collaborated with area agencies serving Hanover Township residents to ensure programs and services are offered and the needs of the community are being met. In fiscal year 2013, the Mental Health Board allocated over \$710,000 in regularly scheduled grants for programming in the areas of mental health, developmental disabilities, substance abuse intervention, and prevention. With the collaboration of these agencies, the Mental Health Board continuously works to develop a comprehensive and coordinated system of program delivery.

Over 3,600 Hanover Township residents have been served by the 52 programs funded by the Mental Health Board. Along with regular mental health grants, the Mental Health Board also provides one time grant funds for staff development, capital projects, new program development, and emergency needs. In fiscal year 2013, the Mental Health Board awarded over \$152,000 in special grant funds to area agencies. These grant funds have allowed agencies to continue improving their programs, facilities, and staff knowledge despite continued concerns in state budget cuts within the human services field.

<u>Capital Grant Awards</u>		<u>Challenge Grant Award</u>	
Bartlett Learning Center	\$4,783.37	Hanover Township Youth and Family Services	\$25,000
Maryville Academy	\$1,800	<u>Staff Development Grant Awards</u>	
Alexian Brothers Women & Children's Hospital	\$5,000	Bartlett Learning Center	\$1,500
Renz Addiction Counseling Center	\$15,000	Boys and Girls Club of Elgin	\$1,500
Association for Individual Development	\$12,000	Epilepsy Foundation of Greater Chicago	\$750
Larkin Center	\$3,795.50	Greater Elgin Family Care Center	\$720
Boys and Girls Club of Elgin	\$10,000	Hanover Township Senior Center	\$1,500
Ecker Center for Mental Health	\$13,750	Ecker Center for Mental Health	\$370
Easter Seals of DuPage and Fox Valley	\$7,640	<u>Emergency Grant Awards</u>	
Centro de Informacion	\$677	Centro de Informacion	\$19,591
The Bridge Youth and Family Services	\$500	Shelter Inc	\$12,000
		Alexian Brothers Center for Mental Health	\$25,000

In addition to administering funds, the Mental Health Board is required to maintain an overall plan for delivery and operation of mental health services within the Township that is formalized in a three-year strategic plan. Every three years, the Mental Health Board reviews and

evaluates needs in the community, changing mental health trends, and gaps in services. In fiscal year 2013, the Mental Health Board used a multifaceted approach for a needs assessment incorporating both qualitative and quantitative data for the Township. The Mental Health Board contracted with Health Systems Research of the University of Illinois Rockford to provide six focus groups. Three focus groups were comprised of people who use services or are likely to use services in the areas of mental health, substance abuse, and developmental disabilities. The remaining three groups were comprised of agency leaders, community leaders, and the Mental Health Board.

The focus groups provided the Mental Health Board with feedback on the current state of mental health services within the Township. Feedback from the focus groups indicated a continued need for expanding the awareness of existing services and as well as educational opportunities for both parents and professionals covering a wide variety of mental health issues. Participants also indicated a need for local agencies to collaborate and share resources. The focus groups, combined with the quantitative research gathered from the U.S. Census and behavioral health research, were reviewed by the Mental Health Board Planning

Committee and incorporated into the board's long term strategic plans. The needs assessment, performed over the course of this year, allowed the Mental Health Board to gain a thorough understanding of the needs of residents and the agencies that provide vital services. Strategic plans for FY2014-16 will continue to drive the Mental Health Board in its funding and outreach activities.

Respectfully submitted,

Suzanne Powers, MPA
Coordinator

Committee on Youth

The Hanover Township Committee on Youth is a catalyst for promoting well being among Township youth and families through family education, outreach and the fostering of community connections with an emphasis on positive youth development.

This past summer, the Township Board appointed a new member Kinjal Dave. Ms Dave previously served as a youth member on the Committee and she has returned to serve as an adult. Fiscal year 2013 was a very successful year for the Committee on Youth.

The third annual Principal of the Year Award was presented to Principal Morris Mallory of Gifford Street High School in Elgin. Principal Mallory was selected from a pool of candidates carefully reviewed by Committee members. During the awards ceremony teachers, former and current students and staff of Gifford Street presented a slideshow of photos of Principal Mallory during his time at the school.

In the fall, the Committee conducted its first ever anti-bullying video competition for Township youth in grades 5-12. The competition was developed by the Committee to encourage youth and schools to research and develop a video that captures a positive message to prevent bullying or to educate youth on the dynamics or impact of bullying. Submissions were creative, positive, educational, and powerful, and the Committee had difficulty selecting a winner and therefore, decided to award the \$300 prize to 5th graders Carter Maggio, Nathan Gallo, and Kuba Zdanowicz from Nature Ridge Elementary School for their video that clearly portrayed the victim, the bully, the bystander, and simple ways to interrupt the dynamics of bullying. Ms Luft's Canton Middle School 8th grade classes were awarded a \$100 prize for their creative and spirited video "Friend Me-Maybe" based on the Carly Rae Jepsen's song, "Call Me Maybe." Girl Scout Troop 74 from Nature Ridge Elementary School was also awarded a \$100 prize for their informative and creative video that portrayed the girls educating the viewers on self power over being bullied.

In March, the Committee presented their third annual Youth Leadership Awards. The awards recognize youth and the adults who have demonstrated leadership at school and in their community. Award recipients included Rising Star Awards for Megan O'Niell from Liberty Elementary and Rian Casey from Lords Park Elementary; High School Leader Awards presented to Rachel Berggren from Streamwood High and Charlie Wiltgen from Elgin High; and Ms. Karen O'Dowd was presented with the Community Youth Leader Award. The winners enjoyed dinner with their family, friends, and teachers, and were awarded plaques to honor their accomplishments in leadership.

<p><u>Committee on Youth</u> Matthew Karinski, Chair Tom Alagna, Vice Chair Kinjal Dave, Secretary Dawna Watson (Awards Chair) Nicole DeFalco (Community Ed Chair) Robert Wojtowicz Trustee Mary Alice Benoit, Town Board Liaison</p>
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Senior Citizen Services Committee

Senior Citizen Services Committee

George Hough, Chair
Opal Waldman, Vice Chair
Patti Loomis, Secretary
Larry Zisman, Treasurer
Mariana Barriga
Gloria Cotton
Kathleen Donaldson
Marilyn Perri
Naomi Walters-Lenoci

Trustee Howard Krick, Township Board Liaison

The Senior Citizen Services Committee is the voice of the mature adult community, fostering new ideas and providing opportunities for fellowship and personal growth. It is instrumental in encouraging independence, self-esteem and well-being among seniors by promoting the sharing of life experiences through volunteerism and community involvement.

Fiscal year 2013 was a successful year for the Committee. The Township Board appointed four new members and the Committee welcomed Mariana Bariga, Marilyn Perri, Naomi Walters-Lenoci, and the re-appointment of Patti Loomis.

The first accomplishment this year was the creation of a visible presence through collaboration with other organizations within the Township. The Committee reached out to the Streamwood Kiwanis and other organizations by volunteering for their events and attending their meetings. Another big accomplishment was that the Committee increased the amount of donations made to support organizations such as Operation Support Our Troops, Relay for Life, Christmas in July and the Trisha Lynn Simon Foundation.

Finally, the Senior Committee augmented its fundraising efforts through diverse events and methods including holding a raffle at Northwest Fourth-Fest, and assisting in the running of a Poker Tournament. In addition, raffle sales increased at the other events held at the Senior Center and during offsite parties.

Public Health & Safety Committee

The purpose of the Committee is to advise the Township Board, Office of Community Health, and Emergency Services department regarding matters of public health and/or safety, training services for Township employees and volunteers relative to health and safety, availability of alternative funding sources, and to recommend programs designed to promote the health, safety, and well being of Hanover Township residents.

Public Health & Safety Committee

Eric Shipman, Chair
Tim Marrocco, Vice Chair
Joanne Lorowski, Secretary
Rick Brogan
Terri Lozier
Bhavani Patel

Trustee William T. Burke, Town Board Liaison

Throughout this past year, the Committee advised on various topics including new marketing strategies and programming for the Hanover Township Senior Center lower level build-out and reviewed the new Emergency Services Rules and Regulations Manual, as well as assisted in providing outreach to local hospitals.

Hanover Township

Events, Happenings, Services, & Programs

Student Government Day
Principal of the Year Recognition
Youth Leadership Recognition
Fallen Veterans Remembrance
Low Income Home Energy Assistance Program
Operation Support Our Troops
Relay for Life
“For the Health of It!” Health & Wellness Expo
Township Community Shreds
“Recycle Extravaganza”
Open Gym Program
Prostate Cancer Clinics
Wellness Screenings
Brush Pick-up
Passport Day in the USA
Circuit Breaker Program
Food Drives for the Pantry
Homeowners’ Tax Seminars
Illinois State Treasurer iCash Program
“Bee Wise, Immunize” Vaccines for Children
Art Expo sponsored by Senior Services
Veterans Honor Roll Recognition Dinners
Weatherization Program through Welfare Services
ComEd Hardship Program through Welfare Services
Highway to Feeding the Hungry
Podiatry Clinics
Access-To-Care
Supervisor’s Community Service Awards
All-Kids Program
Illinois Secretary of State Mobile Drive Facility
Election Polling Sites and Receiving Station
Summer Lunch and After School Snack Programs

New and exciting events are always happening at Hanover Township. Please check the calendar on our website at Hanover-Township.org to see what else is going on.

Unincorporated County Vehicle Stickers Sales
Winter-wear Drive and Distribution
Holiday Toy Drive and Distribution
Adopt-a-Senior Program
Parent/Teen University Workshops
Adopt-a-Family Program
Expanded Tutoring Services
Alternative to Suspension Program with U-46
Dial-a-Bus Transportation
Hunting & Fishing/Trapping Licenses
T.I.D.E.
PBIS Tier II Groups Programming
Youth Employment Services
Heritage Marker Program
Community Planning Meetings with the MHB
Legal Advice for Veterans
Supper Club 59
Northern Illinois Food Bank Mobile Food Pantry
Substance Abuse Prevention programming
Back to School Backpack Distribution
Veterans Honor Roll
Spring Bag Distribution
Breakfast with the Board
Temporary Handicap Placards
Volunteer Opportunities
ESL Services
Dances
Home Wellness Visits
Podiatry Clinic
Emergency “Embracelet” Program
Senior Will Program
Lending Closet



RESOLUTION 041613MHB

A RESOLUTION APPROVING OF A LEASE AGREEMENT BETWEEN HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD

RECITALS

- A. Section 30-50 of the Township Code authorizes electors to make all orders for the purchase, sale, conveyance, regulation, or use of township's corporate property (60 ILCS 1/30-50) ("Section 30-50").
- B. Section 30-50 further authorizes township property to be leased to another governmental body for any term not to exceed 50 years and for any consideration.
- C. Section 3.1 of the Local Government Property Transfer Act authorizes any municipality (including townships and other political subdivision organized and existing under the laws of the State of Illinois) to lease for a term not to exceed 50 years to any other municipality real property owned or held by the transferor municipality, upon such terms and conditions and for such uses as may be agreed upon by the corporate authorities of both municipalities (50 ILCS 605/3.1).
- D. Hanover Township (the "Township") owns certain real estate commonly known as the Hanover Township Mental Health Resource Center located at 1535 Burgundy Parkway, Streamwood, Illinois, 60107 (the "Resource Center").
- E. The Township currently leases the Resource Center to the Hanover Township Mental Health Board (the "Mental Health Board"), pursuant to a Lease Agreement ending May 31, 2013, the terms of said Lease Agreement having been approved by the electors of the Township, the Township Board and the Mental Health Board (the "Existing Lease Agreement").
- F. The Township and Mental Health Board desire to enter a new Lease Agreement in which the Township will lease the Resource Center to the Mental Health Board for a ten (10) year term commencing June 1, 2013 and ending May 31, 2023 for an annual base rent amount of \$10,000.00 per year, as more fully described in the Office Lease dated May 7, 2013, as modified by Rider A thereto dated May 7, 2013, copies of which are attached hereto as Exhibit A and incorporated herein (the "Lease Agreement"), subject to such modifications as subsequently agreed to between the Township Board of Trustees and the Mental Health Board.

NOW, THEREFORE, BE IT RESOLVED by the electors of Hanover Township, Cook County, Illinois (the "Electors") at their annual meeting held on April 16, 2013, as follows:

SECTION ONE: The Recitals and Exhibit A set forth above are incorporated into and made a part of the body of this Resolution as though fully set forth herein.

SECTION TWO: Pursuant to Section 30-50 of the Township Code, the Electors hereby find and determine that the attached Lease Agreement (as defined above) between Hanover Township and the Hanover Township Mental Health Board is conducive to the interests of the inhabitants of Hanover Township.

SECTION THREE: The Electors hereby approve of the Lease Agreement and any modifications thereto subsequently approved by the Hanover Township Board of Trustees (the "Township Board") and the Hanover Township Mental Health Board (the "Mental Health Board").

SECTION FOUR: The Electors hereby authorize the Supervisor of Hanover Township and the Chairman of the Hanover Township Mental Health Board to sign the Lease Agreement and Rider A, as may be subsequently modified by the Township Board and Mental Health Board, on behalf of the Township and Mental Health Board, respectively, and to perform such further acts and execute such other documents as necessary relative to said Lease Agreement and/or the lease of the Resource Center by the Township to the Mental Health Board.

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

AYES:

NAYS:

ABSENT:

PASSED: this 16th day of April, 2013

APPROVED: this 16th day of April, 2013

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 041613MHB, enacted on April 16, 2013, and approved on April 16, 2013, by the Electors of Hanover Township at the April 16, 2013 Annual Town Meeting, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

OFFICE LEASE

CAUTION: Consult a lawyer before using or acting under this form. Neither the publisher nor the seller of this form makes any warranty with respect thereto, including any warranty of merchantability or fitness for a particular purpose.

DATE OF LEASE	TERM OF LEASE	BEGINNING	ENDING	Annual MONTHLY RENT
May 7, 2013	June 1, 2013	May 31, 2023		\$ 10,000.00

Location of Premises:

1535 Burgundy Parkway, Streamwood, IL, 60107

Purpose:

Counseling, therapy and other governmental and/or charitable purposes within the meaning of Section 15-65 of the Property Tax Code (35 ILCS 200/15-65)

LESSEE

LESSOR

NAME	• Hanover Township Mental Health Board	NAME	• Hanover Township
ADDRESS	• 250 South Route 59	ADDRESS	• 250 South Route 59
CITY	• Bartlett, IL 60103	CITY	• Bartlett, IL 60103

MODIFIED BY RIDER A, ATTACHED HERETO AND INCORPORATED HEREIN

In consideration of the mutual covenants and agreements herein stated, Lessor hereby leases to Lessee and Lessee hereby leases from Lessor solely for the above purposes the premises designated above (the "Premises"), together with the appurtenances thereto, for the above Term.

RENT

1. Lessee shall pay Lessor or Lessor's agent as rent for the Premises the sum stated above, monthly in advance, until termination of this lease, at Lessor's address stated above or such other address as Lessor may designate in writing.

HEAT; NON-LIABILITY OF LESSOR

~~2. Lessor will at all reasonable hours during each day and evening, from October 1 to May 1 during the term, when required by the season, furnish at his own expense heat for the heating apparatus in the demised premises, except when prevented by accidents and unavoidable delays, provided, however, that except as provided by Illinois statute, the Lessor shall not be held liable in damages on account of any personal injury or loss occasioned by the failure of the heating apparatus to heat the Premises sufficiently by any leakage or breakage of the pipes, by any defect in the electric wiring, elevator apparatus and service thereof, or by reason of any other defect, latent or patent, in, around or about the said building.~~

HALLS

~~3. Lessor will cause the halls, corridors and other parts of the building adjacent to the Premises to be lighted, cleaned and generally cared for, accidents and unavoidable delays excepted.~~

RULES AND REGULATIONS

4. The rules and regulations at the end of this Lease constitute a part of this Lease. Lessee shall observe and comply with them, and also with such further reasonable rules and regulations as may later be required by Lessor for the necessary, proper and orderly care of the Building in which Premises are located.

ASSIGNMENT, SUBLETTING

~~5. Lessee shall neither sublet the Premises or any part thereof nor assign this Lease nor permit by any act or default any transfer of Lessee's interest by operation of law, nor offer the Premises or any part thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case the written consent of Lessor.~~

SURRENDER OF PREMISES

6. Lessee shall quit and surrender the Premises at the end of the term in as good condition as the reasonable use thereof will permit, with all keys thereto, and shall not make any alterations in the Premises without the written consent of Lessor; and all alterations which may be made by either party hereto upon the Premises, except movable furniture and fixtures put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the Premises as a part thereof at the termination of this lease.

NO WASTE OR MISUSE

7. Lessee shall restore the Premises to Lessor, with glass of like kind and quality in the several doors and windows thereof, entire and unbroken, as is now therein, and will not allow any waste of the water or misuse or neglect the water or light fixtures on the Premises, and will pay all damages to the Premises as well as all other damage to other tenants of the Building, caused by such waste or misuse.

TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING

~~8. At the termination of this lease, by lapse of time or otherwise, Lessee agrees to yield up immediately and peaceable possession to Lessor, and failing so to do, to pay as liquidated damages, for the whole time such possession is withheld, the sum of _____ Dollars per day, and it shall be lawful for the Lessor or his legal representative at any time thereafter, without notice, to re-enter the Premises or any part thereof, either with or (to the extent permitted by law) without process of law, and to expel, remove and put out the Lessee or any person or persons occupying the same, using such force as may be necessary so to do, and to repossess and enjoy the Premises again as before this lease, without prejudice to any remedies which might otherwise be used for arrears of rent or preceding breach of covenants; or in case the Premises shall be abandoned, deserted, or vacated, and remain unoccupied five days consecutively, the Lessee hereby authorizes and requests the Lessor as Lessee's agent to re-enter the Premises and remove all articles found therein, place them in some regular warehouse or other suitable storage place, at the cost and expense of Lessee, and proceed to re-rent the Premises at the Lessor's option and discretion and apply all money so received after paying the expenses of such removal toward the rent accruing under this lease. This request shall not in any way be construed as requiring any compliance therewith on the part of the Lessor, except as required by Illinois statute. If the Lessee shall fail to pay the rent at the times, place and in the manner above provided, and the same shall remain unpaid five days after the day whereon the same should be paid, the Lessor by reason thereof shall be authorized to declare the term ended, and the Lessee hereby expressly waives all right or rights to any notice or demand under any statute of the state relative to forcible entry or detainer or landlord and tenant, and agrees that the term ~~his agents or assigns may begin suit for possession or rent without notice or demand.~~~~

REMOVED PROPERTY

9. In the event of re-entry and removal of the articles found on the Premises as hereinbefore provided the Lessee hereby authorizes and requests the Lessor to sell the same at public or private sale with or without notice, and the proceeds thereof, after paying the expenses of removal, storage and sale to apply towards the rent reserved herein, rendering the overplus, if any, to Lessee upon demand, in accordance with applicable law.

**LESSOR
NOT
LIABLE**

10. Except as provided by Illinois statute, the Lessor shall not be liable for any loss of property or defects in the Building or in the Premises, or any accidental damages to the person or property of the Lessee in or about the Building or the Premises, from water, rain or snow which may leak into, issue or flow from any part of the Building or the Premises, or from the pipes or plumbing works of the same. The Lessee hereby covenants and agrees to make no claim for any such loss or damage at any time. The Lessor shall not be liable for any loss or damage of or to any property placed in any storeroom or storage place in the Building, such storeroom or storage place being furnished gratuitously, and no part of the obligations of this lease.

**OPTION TO
TERMINATE**

~~11. In the event that the Lessor, his successors, attorneys or assigns shall desire to regain the possession of the Premises herein described, for any reason, Lessor shall have the option of so doing upon giving the Lessee thirty days' notice of Lessor's election to exercise such option.~~

**CONFESSION
OF JUDGMENT**

~~12. If default be made in the payment of rent, or any installment thereof, as herein provided, Lessee hereby irrevocably constitutes any attorney of any Court of Record in this State, attorney for Lessee and in Lessee's name, from time to time, to enter the appearance of Lessee, to waive the issuance of process and service thereof, to waive trial by jury, and to confess judgment in favor of Lessor against Lessee for the amount of rent which may be then due hereunder, together with costs of suit and a reasonable sum for plaintiff's attorney's fees in or about the entry of such judgment, and to waive and release all errors and right of appeal from any such judgment, and to consent to an immediate execution thereon.~~

**PLURALS;
SUCCESSORS**

13. The words "Lessor" and "Lessee" wherever used in this lease shall be construed to mean Lessors or Lessees in all cases where there is more than one Lessor or Lessee, and to apply to individuals, male or female, or to firms or corporations, as the same may be described as Lessor or Lessee herein, and the necessary grammatical changes shall be assumed in each case as though fully expressed. All covenants, promises, representations and agreements herein contained shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective heirs, legal representatives, successors and assigns.

WITNESS the hands and seals of the parties hereto, as of the Date of Lease stated above.

(SEAL)

(SEAL)

Lessor

(SEAL)

Lessee

(SEAL)

RULES AND REGULATIONS

~~1. No sign, advertisement or notice shall be inscribed, painted or affixed on any part of the outside or inside of Building, except on the glass of the doors and windows of the room leased and on the directory board, and then only of such color, size, style and material as shall be first specified by the Lessor in writing, endorsed on this lease. No showcase shall be placed in front of Building by Lessee, without the written consent of Lessor endorsed on this lease. The Lessor reserves the right to remove all other signs and showcases without notice to the Lessee, at the expense of the Lessee. At the expiration of the term Lessee is to remove all his signs from such windows, doors and directory board.~~

2. Lessee shall not put up or operate any steam engine, boiler, machinery or stove upon the Premises, or carry on any mechanical business on Premises, or use or store inflammable fluids in the Premises without the written consent of the Lessor first had and endorsed on this lease, and all stoves which may be allowed in the Premises shall be placed and set up according to the city ordinance.

~~3. No additional locks shall be placed upon any doors of said room without the written consent of the Lessor first had and endorsed upon this lease, and the Lessee will not permit any duplicate keys to be made (all necessary keys to be furnished by the Lessor) and upon the termination of this lease, Lessee will surrender all keys of Premises and Building.~~

4. All safes shall be carried up or into Premises at such times and in such a manner as shall be specified by the Lessor; the Lessor shall in all cases retain the power to prescribe the proper position of such safes, and any damage done to the Building by taking in or putting out a safe, or from overloading the floor with any safe, shall be paid by the Lessee. Furniture, boxes or other bulky articles belonging to Lessee shall be carried up in the freight compartment of the elevators of the Building; packages which can be carried by one person and not exceeding fifty pounds in weight, may, however, be carried down by the passenger elevator, at such times as may be allowed by the management.

~~5. No person or persons other than the janitor of this Building shall be employed by Lessee for the purpose of taking charge of Premises without the written consent of Lessor first had and endorsed upon this lease. Any person or persons so employed by~~

~~Lessee (with the written consent of the Lessor) must be subject to and under the control and direction of the janitor of the Building in all things in the Building and outside of the Premises. The agent and janitor of the Building shall at all times keep a pass key and be allowed admittance to the Premises, to cover any emergency of fire, or required examination that may arise.~~

6. The Premises leased shall not be used for the purpose of lodging or sleeping rooms or for any immoral or illegal purpose.

~~7. The rent of an office will include occupancy of office, water to Lessor's standard fixtures, heat, and elevator service during reasonable working hours; but Lessor shall not be liable for any damages from the stoppage of water, heat or elevator service.~~

8. If Lessee desires telegraphic or telephonic connections, the Lessor will direct the electricians as to where and how the wires are to be introduced, and without such written directions endorsed on this lease no boring or cutting for wires will be permitted.

9. If Lessee desires Venetian or other awnings or shades over and outside of the windows, to be erected at the Lessee's expense, they must be of such shape, color, material and make as may be prescribed by the Lessor in writing on this lease.

10. The light through the transoms opening into the hall shall not be obstructed by the Lessee. Birds, dogs, or other animals shall not be allowed in the Building. All tenants and occupants must observe strict care not to leave their windows open when it rains or snows, and for any default or carelessness in these respects, or any of them, shall make good all injuries sustained by other tenants, and also all damage to the Building resulting from such default or carelessness.

11. No packages, merchandise or other effects shall be allowed to remain in the halls at any time.

12. The Lessor reserves the right to make such other and further reasonable rules and regulations as in his judgment may from time to time be needful for the safety, care and cleanliness of the Premises and for the preservation of good order therein.

13. It is understood and agreed between the Lessee and the Lessor that no assent or consent to change in or waiver of any part of this lease has been or can be made unless done in writing and endorsed hereon by the Lessor, and in such case it shall operate only for the time and purpose in such lease expressly stated.

ASSIGNMENT BY LESSOR

~~On this _____, 19____, for value received, Lessor hereby transfers, assigns and sets over to _____, all right, title and interest in and to the above Lease and the rent thereby reserved, except rent due and payable prior to _____, 19____.~~

(SEAL)

(SEAL)

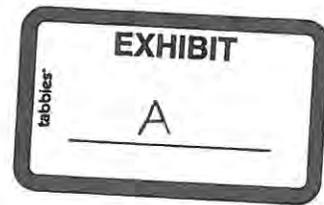
GUARANTEE

On this _____, 19____, in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned Guarantor hereby guarantees the payment of the above lease.

(SEAL)

(SEAL)

NOTE: Use Form Number 12-1P for assignment by Lessee.



INSURANCE REQUIREMENTS

ROUTINE CONSTRUCTION, MAINTENANCE AND REPAIR PROJECTS

Contractor shall obtain insurance of the types and in the amounts listed below.

A. Commercial General and Umbrella Liability Insurance *

Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Owner shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Owner. Any insurance or self-insurance maintained by Owner shall be excess of the Contractor's insurance and shall not contribute with it.

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, or underground property damage.

B. Continuing Completed Operations Liability Insurance

Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each occurrence for at least three years following substantial completion of the work.

Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 10 93, or substitute form providing equivalent coverage, and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract.

Continuing CGL insurance shall have a products-completed operations aggregate of at least two times its each occurrence limit.

Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

* as used herein "Owner" means and includes Hanover Township and the Hanover Township Mental Health Board

With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Owner whenever requested.

Contractor shall provide certified copies of all insurance policies required above within 10 days of Owners written request for said copies.

2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Owner has the right to reject insurance written by an insurer it deems unacceptable.

3. Cross-Liability Coverage

If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

4. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Owner. At the option of the Owner, the Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Owner, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

5. Subcontractors

Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of the type specified above. When requested by the Owner, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

F. Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner and the Architect and their officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses including but not limited to legal fees (attorney's and paralegals' fees and court costs), arising out of or resulting from the performance of the Contractor's work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.*Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Contractor shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, employees, volunteers and agents against and from any and all claims, costs,

* except to the extent attributable to the negligence of a party indemnified hereunder.

causes, actions and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Contract.

RIDER A to Office Lease dated May 7, 2013 (the "Office Lease") by and between Hanover Township ("Lessor" or the "Township") and the Hanover Township Mental Health Board ("Lessee") for the premises commonly known as 1535 Burgundy Parkway, Streamwood, Illinois, 60107 (the "Premises"). The Office Lease, together with this Rider A, are collectively referred to herein as the "Agreement".

1. Rent. Lessee's obligation to pay base annual rent in the amount of \$10,000.00 shall commence on June 1, 2013, and Lessee shall pay said base annual rent in the amount of \$10,000.00 on the first day of June each year thereafter, as follows:

Rent:	Rent Due Date:
\$10,000	June 1, 2013 for June 1, 2013 through May 31, 2014
\$10,000	June 1, 2014 for June 1, 2014 through May 31, 2015
\$10,000	June 1, 2015 for June 1, 2015 through May 31, 2016
\$10,000	June 1, 2016 for June 1, 2016 through May 31, 2017
\$10,000	June 1, 2017 for June 1, 2017 through May 31, 2018
\$10,000	June 1, 2018 for June 1, 2018 through May 31, 2019
\$10,000	June 1, 2019 for June 1, 2019 through May 31, 2020
\$10,000	June 1, 2020 for June 1, 2020 through May 31, 2021
\$10,000	June 1, 2021 for June 1, 2021 through May 31, 2022
\$10,000	June 1, 2022 for June 1, 2022 through May 31, 2023

In the event that this Agreement is terminated prior to May 31, 2023 by the mutual agreement of the Parties, the Township shall refund any pre-paid rent pro-rated based on the effective date of such termination (the "Base Annual Rent").

2. Possession.

Lessee shall be entitled to possession under the terms of this Agreement on June 1, 2013, subject to the terms and conditions of this Agreement. Lessee's right of possession prior to June 1, 2013 shall be governed by the Office Lease and Rider A between the Parties dated May 22, 2001.

3. Term.

The term of this Agreement shall be for ten (10) years, commencing on June 1, 2013 and expiring May 31, 2023, unless sooner terminated as provided for herein (the "Term").

4. Real Estate Taxes.

Lessee acknowledges that the Premises are currently exempt from all taxes, including, but not limited to, real estate taxes. In the event, however, (a) this Lease Agreement or the rights granted under this Agreement, (b) any Sub-lease Agreement, License Agreement, or other grant of use or assignment by Lessee and/or (c) the use and/or operations of the Premises by Lessee or any of its sub-lessees, licensees, or

assignees, results in a full or partial loss of such real estate tax exemption or in the assessment of real estate taxes and/or a tax on the leasehold and/or sub-leasehold interest then Lessee agrees to pay Lessor the amount of any such tax, but reserves the right to appeal such assessment, prior to the due date therefor for each tax year this Agreement remains in effect, including any and all extensions and/or renewals thereof.

5. Prohibited Uses and Activities.

a. Lessee specifically agrees not to use or permit the Premises to be used for any unlawful and/or immoral purpose and/or business.

b. Lessee covenants and agrees not to maintain or permit any nuisance on the Premises which shall be in any manner injurious to or endanger the health, safety and comfort of the persons residing or being in the vicinity of said Premises.

c. Lessee covenants and agrees to keep the Premises in a clean, safe, and sanitary condition and in accordance with all applicable laws, ordinances, statutes, codes and regulations of the Village of Streamwood, the State of Illinois and the United States of America, and any regulatory agencies thereof.

d. Lessee covenants and agrees that Lessee and its sub-lessees shall abide by any and all applicable laws, ordinances, statutes and regulations of the Village of Streamwood, the State of Illinois and the United States of America and enforcement and regulatory agencies thereof, which regulate or control the use of the Premises.

e. No pets or other animals shall be permitted within the Premises other than service animals in accordance with the Americans with Disabilities Act and the Illinois Human Rights Act.

f. Notwithstanding any provision herein to the contrary, in no event shall Lessee or any of its sub-lessees or licensees distribute or permit the distribution of any medication and/or drugs from the Premises. Such distribution shall be a material breach of this Agreement. Lessee shall cause all agreements with its sub-lessees and licensees to similarly prohibit the distribution of any medications and/or other drugs from the Premises.

6. Increase in Fire Insurance Premiums Due to Lessee's Business. Throughout the Term of this Lease and any renewal thereof, Lessee shall pay to Lessor an amount equal to any increase in fire insurance premiums above the present premium rate resulting from Lessee's or any of its sub-lessee's use and occupancy of the Premises, such amounts to be due and payable on the next rent payment date following a written notice from the Lessor informing the Lessee of any such amount due, the same to become due and be treated and collected as additional rent.

7. Tax Arising Out of Lessee's Business. Lessee shall pay any and all taxes (including any real estate and/or leasehold taxes as set forth in paragraph 4 herein) and licenses and other fees required by the Federal, State, local government, regulatory agencies and taxing bodies arising out of the conduct of the Lessee's or any sub-lessee's

and/or licensee's business and/or use of the Premises (which are not paid by said sub-lessee and/or licensee), and upon failure to do so, Lessor may, but is not required to, pay such taxes and fees, and upon payment thereof, the amount so paid shall become and be treated and collected as additional rent.

8. Broker's Commissions and Indemnifications of Lessor. Lessee warrants that it has not employed any brokers in the finding and renting of the Premises, and in the event any claim or claims are made by any broker, Lessee agrees to indemnify and hold harmless the Lessor from any and all liability whatsoever (including, but not limited to, attorney's fees and expenses, court costs, etc.) which may arise out of such claim or claims. Lessor represents that it has not employed any broker in the renting of the Premises and does not owe any fees or commissions. This indemnity shall begin when Lessee executes this Lease and shall survive the expiration or sooner termination of this Agreement.

9. Utility Charges. Lessee shall pay all utility charges including, but not limited to all charges for heating, air conditioning, electric, gas, water, sanitary sewer, telephone and other telecommunication charges incurred at the Premises. Lessee shall pay all costs of snow removal and landscaping incurred at the Premises.

10. Condition; Repairs and Replacement; Alterations.

a. Lessee shall at all times keep the entire Premises including but not limited to all entrances and vestibules, partitions, windows and window frames and moldings, glass (including plate glass), doors, door frames, door openers, fixtures, equipment, mechanical systems and appurtenances thereof (including but not limited to lighting, heating, electrical, plumbing, ventilating and air conditioning fixtures and systems and other mechanical equipment and appurtenances whether inside or outside the Premises), the floors, walls, roof and exterior in good order, condition and repair and clean, sanitary and safe condition, including but not limited to, doing such repairs, replacements, improvements, and such other things as are necessary to cause the Premises to comply with all applicable federal, state and local laws, ordinances, rules, regulations, codes and order of governmental and public bodies and agencies, including but not limited to the Occupational Safety and Health Act ("OSHA"), and the Americans with Disabilities Act of 1990, as amended ("ADA"), the Illinois Accessibility Code, and the Village of Streamwood Building Codes (collectively, the "Improvements").

b. Lessee agrees to be solely responsible to pay for all costs of the Improvements, including but not limited to all costs attributable to maintaining (other than Routine Maintenance performed by the Township as provided below), repairing, replacing, improving, remodeling, and/or altering the Premises (collectively, the "Alterations"), to the extent sufficient funds have been budgeted and appropriated for such Alterations and/or capital improvements (the "Alteration Costs"). In no event shall Lessor be responsible for the Alteration Costs, or any portion thereof, nor shall Lessor be obligated to perform or cause to be performed any such Alterations, Improvements, and/or capital improvements. Other than minor repairs, decorating and non-structural improvements or improvements costing less than \$1,000 to make which do not require a building permit ("Minor

Alterations”), Lessee shall not permit any Alterations to the Premises without first obtaining the prior written consent of Lessor, which consent shall not be unreasonably withheld. For any Alterations affecting the structure of the building Lessee shall furnish stamped engineering plans and drawings therefore. All contracts for Alterations (except Minor Alterations) shall require Township approval prior to the commencement of any such Alterations. Lessee shall submit to Lessor, upon request, paid bills, contractor’s affidavits and full and final lien waivers for any Alterations made by or on behalf of Lessee or any of its sub-lessees or licensees as more fully set forth in paragraph (g) below. Alteration Costs shall be paid in full by Lessee. If not so paid, the Township reserves the right to pay such Alteration Costs and recover same from Lessee. Should Lessee suffer or permit liens to be placed on or against the Premises, it shall forthwith take such action as required to have such liens waived or otherwise removed. Should Lessee after forty-eight (48) hours written notice by Lessor fail to cause such liens to be removed, Lessor may do so. All expenses of so doing, including attorney’s fees and costs, will be paid by Lessee to the Township within thirty (30) days of Lessee’s receipt of an invoice from the Township regarding same. All additions, fixtures and improvements, made in or upon said Premises either by Lessor or Lessee which cannot be removed therefrom without damage to the building or the Premises shall be the Lessor’s property, and shall remain upon said Premises as a part thereof at the termination of this Lease, by lapse of time or otherwise, unless Lessee is authorized by Lessor, in writing, to remove the same, in which case, Lessee shall replace such additions, fixtures and improvements with the original fixtures and improvements.

c. All contractors and subcontractors performing Alterations to or upon the Premises (“Contractor”) shall be required to maintain insurance of not less than the amounts and types of coverages set forth in Exhibit A, a copy of which is attached hereto and incorporated herein, or such greater and /or additional coverages as required by the Lessor or Lessee.

The Lessor and Lessee shall be named as additional insured on the Contractor’s commercial general liability and any excess/umbrella liability coverages in the manner set forth on Exhibit A.

The Contractor’s insurance coverages shall be primary as respects to the insurance and/or self-insurance afforded the Lessor and Lessee and shall state that it shall apply separately to each insured against whom a claim is made or suit is brought. Any insurance or self-insurance maintained by the Lessor and/or Lessee shall be in excess of Contractor’s insurance and shall not contribute with it.

d. Contractor shall be required to indemnify the Lessor and Lessee in form substantially similar to that set forth in Exhibit A.

e. Contractor shall be required to pay the prevailing rate of wages for Cook County, Illinois as determined by the Illinois Department of Labor for the time period in which the work is performed and otherwise strictly comply with the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.) and all other applicable federal, state and local laws and regulations pertaining to labor standards with the most stringent laws and regulations controlling.

f. For Alterations costing more than \$5,000, Contractor shall be required to furnish payment and performance bonds in an amount not less than the contract sum naming the Lessor and Lessee as co-obligees in form acceptable to the Lessor and Lessee and co-signed by a surety authorized by the Illinois Department of Insurance to sell and issue sureties in the State of Illinois and otherwise acceptable to the Lessor and Lessee to guaranty the performance of Contractor's obligations and payment of all labor and materials for the Project, including but not limited to the above required prevailing wages, and shall otherwise comply with the Public Construction Bond Act (30 ILCS 550/1 et seq).

g. Contractor shall be required to furnish payment request documents to the Lessor and Lessee prior to any payments, including but not limited to Contractor's sworn statements and current lien waivers from Contractor and all subcontractors and suppliers and certified payrolls required under the Prevailing Wage Act, and such other documents requested by Lessor or Lessee.

h. Contractor shall be required to comply with all applicable federal, state, and local laws, including but not limited to Village of Streamwood Building Codes and Environmental Laws (defined below).

i. All Agreements with Contractors shall be subject to approval by the Lessor and Lessee.

j. If Lessee fails to perform its obligations hereunder, Lessor, upon thirty (30) days prior written notice (or without notice in the case of an emergency) , may, but shall not be obligated to, perform Lessee's obligations or cause the Alterations to be completed and recover such costs from Lessee.

k. Lessee shall obtain all building permits and other regulatory approvals for Alternations at Lessee's sole cost.

l. Lessor may enter said Premises at all reasonable times for the purpose of inspecting any Alterations and/or to determine whether Lessee is complying with the terms and conditions of this Agreement.

11. Fire and Casualty. In case the Premises shall be rendered untenable during the Initial Term or any Renewal Term of this Agreement by fire or other casualty, Lessor, at its option, may terminate the Agreement or repair the Premises within sixty (60) days thereafter. If Lessor elects to repair, this Agreement shall remain in effect provided such repairs are completed within said time. If Lessor shall not have repaired the Premises within said time, then at the end of such time the term hereby created shall terminate. If fire or casualty or the repair, restoration or rebuilding caused by some damage or destruction to the Premises makes the Premises unusable in part or whole, Lessee's Base Annual Rent shall abate proportionately from the date when the damages occurred until the date on which the Premises are again fit for occupancy by Lessee; however, in the event that fire or casualty is caused by the negligence of Lessee, its sub-lessees,

licensees, or the employees, agents, clients, volunteers, or invitees of any of them, or by the malfunction of Lessee's, sub-lessee's or licensee's equipment or appliances, then the terms of this Lease shall remain in full force and effect.

12. Insurance. Lessee (unless Lessee is covered under the Lessor's Township Officials of Illinois Risk Management Association ("TOIRMA") risk pool insurance or under the Township's then existing risk pool insurance or other insurance provider), its sub-lessees, and licensees, and each of them, at their sole cost shall procure and maintain for the duration of this Lease, and any extensions and/or renewals thereof, insurance of the types and in the amounts not less than those listed below:

A. Commercial General and Umbrella Liability Insurance.

Commercial general liability (CGL) and, if necessary commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to the Premises or it shall be not less than twice the required occurrence limit.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Any endorsement or policy provision which limits contractual liabilities shall be deleted in its entirety.

Hanover Township, its officials, officers, employees, agents and volunteers shall be included as additional insured (collectively, the "Additional Insured") under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Additional Insured, or any of them, and any insurance or self-insurance of the Additional Insured shall not contribute with it. The coverage shall contain no special limitation on the scope of protection afforded the Additional Insured or any of them.

B. Business Auto and Umbrella Liability Insurance.

Business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

C. Workers Compensation Insurance

Workers' compensation limits as required by statute, and employer's liability limits with limits of not less than \$500,000 each accident for bodily injury by accident and \$500,000 each employee for bodily injury by disease.

If Lessor, has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this Contract, the Lessee and Lessee's sub-lessees, and licensees waive all rights against Lessor and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to such Contractor's work.

General Insurance Provisions

1. Evidence of Insurance.

Prior to the beginning of the term of this Agreement, Lessee shall furnish Lessor with a certificate(s) of insurance and applicable policy endorsement(s), including but not limited to additional insured endorsements, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above ("Insurance Documents"). Lessee shall similarly furnish Lessor with such Insurance Documents for its sub-lessees and licensees prior to the beginning of the term of such sub-lease or license agreements.

Failure of Lessor to demand such Insurance Documents or other evidence of full compliance with these insurance requirements or failure of Lessor to identify a deficiency from evidence that is provided shall not be construed as a waiver of the obligation of Lessee to maintain such insurance.

Lessor shall have the right, but not the obligation, of prohibiting Lessee from occupying the Licensed Premises until such Insurance Documents or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Lessor.

Each insurance policy required under this Agreement shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested has been given to Lessor.

2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Lessor has the right to reject insurance written by an insurer it deems unacceptable. All insurance required herein shall be placed with insurers licensed

to do business in the State of Illinois and licensed by the Illinois Department of Insurance.

3. Cross-Liability Coverage

If Lessee's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

4. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Lessor. At the option of the Lessor, the Lessee, or its sublessees or licensees as the case may be, may be asked to eliminate such deductibles or self-insured retentions as respects the Lessor, and/or any of the respective officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

5. Lessor Shall Not Waive Any Rights of Subrogation.

Notwithstanding any other provision herein to the contrary, the Lessor shall not, in any manner, be deemed or intended to have waived any right of subrogation which either it, TOIRMA, or Lessor's then existing risk pool insurance or other insurance provider, may have against Lessee, its sublessees or licensees, for any property or other damage caused by Lessee, or any of its sub-lessees, or licensees, or any of the employees, agents, volunteers, and/or clients, customers, invitees, and/or patients of any of them.

E. Lessor reserves the right to amend the types and amounts of coverages required herein every five (5) years during the Term and any renewal of this Agreement based on recommendations from TOIRMA or the Lessor's then existing risk pool insurance or other insurance provider.

13. Indemnification. To the fullest extent permitted by law, Lessee shall indemnify, protect, save, defend, and hold harmless Lessor, its officers, officials, employees, volunteers and agents from and against all claims, damages, losses, costs, penalties, obligations, liabilities, liens, lien rights, causes of action, and expenses, including but not limited to legal fees (reasonable attorney and paralegal fees and court costs), arising from or in any way connected with (i) any act, omission, wrongful act or negligence of Lessee or any of its sub-lessees or licensees, or the partners, directors, officers, agents, employees, volunteers, invitees, customers, patients, clients, guests, contractors and/or sub-contractors of Lessee or any of its sub-lessees, or licensees, or of anyone acting on behalf of Lessee or any of its sub-lessees or licensees; (ii) any accident, injury, death or damage whatsoever occurring, growing out of, incident to, or resulting directly or indirectly from the use of the Premises, whether such loss, damages, injury or liability is contributed by a condition of the Premises themselves or any equipment thereon, whether latent or

patent, or from other causes whatsoever; and/or (iii) Lessee's breach of this Agreement. Such obligation shall survive the termination and/or expiration of this Agreement and shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.

14. Default. If default be made in the payment of the above rent, or any part thereof, or in any of the covenants herein contained to be kept by Lessee, Lessor, in addition to any and all other rights Lessor may have at law and/or equity, shall have the right thereupon or at any time thereafter at its election to terminate this Agreement by giving notice to Lessee stating the date upon which such termination shall be effective, and shall have the right, either before or after such termination, to re-enter and take possession of the Premises, with or (to the extent permitted by law) without notice or process of law, and remove Lessee or any persons and property from the Premises, and store such property at Lessee's expense without being deemed guilty of a trespass or becoming liable for any loss or damage occasioned thereby, and Lessor shall have a valid and first lien upon all personal property which Lessee now owns, or may hereafter acquire or have an interest in, which is by law subject to such distraint, as security for payment of the rent herein reserved.

Lessee shall pay and discharge all reasonable costs, attorney's fees and expenses that shall be made and incurred by Lessor in enforcing the covenants and obligations of this Agreement.

15. Holding Over. If Lessee retains possession of the Premises or any part of the Premises after the termination of this Agreement by lapse of time or otherwise, Lessee shall pay Lessor, in order to compensate Lessor for Lessee's wrongful withholding of possession for the time Lessee remains in possession, for each month that Lessee remains in possession, an amount equal to 200 percent (200%) of the rent in effect immediately prior to such termination, plus all damages, whether direct or consequential, sustained by Lessor by reason of Lessee's wrongful retention of possession unless Lessor makes the election provided for in the following sentence. If Lessee retains possession of the Premises or any part of the Premises after termination of this Lease, Lessor may elect, in a written notice to Lessee and not otherwise, that retention of possession constitutes a renewal of this Agreement for one (1) year at the same terms that were in effect on the last month of the Lease Term, in which even this Agreement shall be deemed renewed. The provisions of this paragraph shall not constitute a waiver of Lessor's rights of re-entry or of any other right or remedy provided in this Agreement or at law and/or equity.

16. Disclaimer. Lessee expressly acknowledges that the Lessor has not made any representations or warranties, express or implied, as to the adequacy, fitness or condition of the Premises for the purposes set forth herein, or for any other purpose or use, express or implied. ALL IMPLIED WARRANTIES OF QUALITY, FITNESS, MERCHANTABILITY AND HABITABILITY ARE HEREBY EXCLUDED. Lessee accepts use of the Premises and the improvements thereon, "AS-IS" and "WITH ALL FAULTS". Lessee acknowledges that it has inspected the Premises and has satisfied itself as to the adequacy, fitness and condition thereof for itself, and its sub-lessees and/or licensees.

17. Non-Discrimination. Lessee agrees to comply fully with the Federal Equal Employment Opportunities Act, the Civil Rights Act of 1974, the Illinois Human Rights Act, the Americans with Disabilities Act, the Illinois Accessibility Code, and all applicable rules and regulations promulgated thereunder, and all amendments made thereto, and Lessee agrees not to deny services, employment opportunities, and/or use of the Premises on the basis of race, creed, color, religion, sex, sexual orientation, national origin, ancestry, age, disability, marital status, or unfavorable discharge from military service, or to limit, segregate, or classify employees or applicants for employment from equal employment opportunities or otherwise adversely affect an individual's status as an employee because of such individual's race, ancestry, religion, sex, sexual orientation, age, disability, marital status, parental status, military discharge status or national origin. Lessee shall comply with the Civil Rights Act of 1964, 42 U.S.C.A. §2000, et seq., as amended; the Age Discrimination in Employment Act, 29 U.S.C. A. §621, et seq.; the Rehabilitation Act of 1973, 29 U.S.C.A. §701, et seq., as amended; the Americans with Disabilities Act, 42 U.S.C.A. §12101, et seq.; the Illinois Human Rights Act, 775 ILCS 5/1-10 as amended. Lessee shall require each of its sub-lessees and licensees to comply with this paragraph 17 and all other applicable federal, state and local laws and regulations.

18. Security. Lessee assumes and exercises full responsibility for the security of the Premises during the term of this Agreement and any extensions or renewals thereof. Lessee shall provide security for the Premises in the manner and to the extent it deems necessary, at its expense, provided that access by the Lessor is assured and not unreasonably restricted according to the provisions contained herein. Lessee shall timely communicate to the Lessor, any and all proposed security measures and obtain Lessor's approval, prior to the beginning of the term of this Agreement. Lessor agrees to cooperate with any and all reasonable security measures, provided it has sufficient notice to communicate the measures with its employees, volunteers, officials, and officers. This paragraph is inserted solely for the benefit of the contracting parties, and is not intended to establish, impose or acknowledge any duty to provide security as to third parties, sub-lessees, and/or licensees. Notwithstanding any provision herein to the contrary, Lessee shall be solely responsible for controlling ingress, egress and parking of vehicles on the Premises. In no event shall Lessor be liable for unauthorized use of the Premises.

19. Notices. All notices and demands required hereunder shall be in writing and shall be deemed to have been given or made when delivered personally or when mailed by registered or certified mail, postage prepaid, addressed as follows:

If to the Lessor
Hanover Township
250 South Route 59
Bartlett, Illinois, 60103
Attention: Township Administrator

If to Lessee:
Hanover Township Mental Health Board
250 South Route 59
Bartlett, Illinois, 60103
Attention: Chairperson

Either party may, at any time or from time to time, notify the other in writing of a substitute address for that above set forth, and thereafter notices shall be directed to such substitute address. Notice given as aforesaid shall be sufficient service thereof and notice

sent via certified mail as aforesaid shall be deemed given as of the earlier of (a) the date occurring three business days after the date of mailing the same, or (b) the day of delivery shown on the return receipt.

20. Restoration. Upon the expiration of this Agreement, Lessee shall cause the Premises to be restored to as good a condition or a better condition than that which existed at the time of the execution of this Agreement, reasonable wear and tear excepted.

21. Hazardous Substances. Lessee shall not cause or permit any Hazardous Substances to be brought upon, kept, stored or used in or about the Premises. If the presence of Hazardous Substances brought upon, kept, stored or used in or about the Premises and/or by or on behalf of Lessee or any of its sub-lessees, licensees, officers, employees, agents, volunteers, contractors, subcontractors, and/or invitees, of Lessee or any of its sub-lessees or licensees, in violation of this paragraph, results in contamination of the Premises, Lessee shall pay for all actual costs of clean up and shall indemnify, hold harmless and at Lessor's option, defend Lessor, and its employees, affiliates, agents, volunteers, officers, and officials from and against any and all claims, demands, expenses (including reasonable attorneys' fees), costs, fines, penalties and other liabilities of any and every kind and nature, including, but not limited to, costs and expenses incurred in connection with any clean-up, remediation, removal or restoration work required by any federal, state or local governmental authority because of the presence of any such Hazardous Substances on or about the Premises; provided, however, that this indemnification shall not apply to the extent Lessor causes any such environmental occurrence.

For purposes hereof, Hazardous Substances shall include, but not be limited to, substances defined as "hazardous substances", "toxic substances" in the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended; the federal Hazardous Materials Transportation Act, as amended; and the federal Resource Conservation and Recovery Act, as amended ("RCRA"); those substances defined as "hazardous substances", "materials", or "wastes" under any Federal law or the law of the state in which the Premises are located; and as such substances are defined in any regulations adopted and publications promulgated pursuant to said laws (collectively, "Environmental Laws"). If Lessee's, sub-lessee's and/or licensee's activities or the activities of any of Lessee's or sub-lessee's or licensee's officers, employees, agents, volunteers, contractors, subcontractors and/or invitees violate or create a risk of violation of any Environmental Laws, Lessee shall cease such activities immediately upon notice from Lessor. Lessee shall immediately notify Lessor both by telephone and in writing of any spill or unauthorized discharge of Hazardous Substances or of any condition constituting an "imminent hazard" under any Environmental Laws.

Lessee's duties and obligations to indemnify Lessor shall survive the termination and/or expiration of this Agreement.

22. Signs. The building shall be known as the "Hanover Township Mental Health Resource Center" (the "Premises' Name") and an appropriate sign shall be placed on the building to so indicate. No sign containing any other name shall be placed on the building

without the consent of the Township; provided, however, that nothing herein contained shall be construed as preventing Lessee from displaying the name of mental health service providers below the Premises' Name in letters, which do not exceed the size of the letters in the Hanover Township Mental Health Resource Center sign. All such signs shall be constructed and installed in strict accordance with the applicable provisions of the Village of Streamwood Zoning Ordinance, Sign Ordinance, and Building Codes.

23. Assignment. Lessee shall not sell, assign, mortgage, pledge or in any manner transfer this Agreement or any interest therein, without Lessor's prior written consent. Notwithstanding any assignment, subletting and/or grant of license or other use, Lessee shall remain fully liable on this Agreement and for the performance of all terms, covenants and provisions of this Agreement. Any such assignment without Lessor's prior written consent shall be null and void.

24. Successors and Assigns. All rights and liabilities herein given to or imposed upon the respective parties hereto shall bind and inure to the several respective successors and assigns. No rights, however, shall inure to the benefit of any assignee of Lessee unless the assignment was approved by Lessor in writing as provided in paragraph 23 herein.

25. Budgeting and Levying. Notwithstanding anything to the contrary found in this Agreement, Lessee's financial obligations to Lessor under the Agreement (the "Financial Obligations") are contingent upon Lessor levying and budgeting sufficient funds for Lessee to pay and retire any such Financial Obligations; provided, however, that Lessee agrees to (i) use its best efforts to budget sufficient amounts to meet such Financial Obligations in its annual budget submitted to Lessor, and (ii) cooperate with Lessor in adopting and/or amending such budgets and/or budget ordinances and performing such other acts as are necessary for Lessor to levy and budget sufficient funds for Lessee to pay and retire the Financial Obligations.

26. Use of Premises. Use of the Premises by Lessee, its sub-lessees, licensees, and any other person or entity granted a right of use to the Premises shall be exclusively and actually for charitable and/or beneficent purposes within the meaning of 35 ILCS 200/15-65, as amended, and not with a view to profit.

27. Janitorial Services. Lessee shall pay for janitorial services for the Premises.

28. Routine Maintenance. The Township's Facilities and Maintenance Department shall provide routine maintenance to the Premises in the manner that it customarily performs on other Township facilities ("Routine Maintenance"). The cost of the Routine Maintenance is reflected in the Base Annual Rent.

29. No Third Party Beneficiaries and/or Waiver of Immunities. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge establish or impose any legal duty to any third

party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Lessor, Lessee, and/or any of their respective officials, officers, employees, volunteers and/or agents, with respect to any liability whatsoever, and all such privileges and immunities are expressly reserved.

30. Miscellaneous.

a. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.

b. This Agreement may be executed in any number of counterparts, and by the Parties on different counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.

c. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the Parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

d. This Agreement shall be construed, governed, and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the Parties shall be the Circuit Court of Cook County, Illinois.

e. In construing this Agreement, section headings shall be disregarded.

f. Time is of the essence in this Agreement and every provision contained herein.

g. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

h. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

i. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

j. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

31. This Agreement shall automatically become null and void upon the dissolution or discontinuance of Lessee, in the event Lessee ceases its operations, and/or in the event the Premises remain unoccupied for not less than one hundred eighty (180) days.

32. In the event of any conflict between the terms and conditions of this Rider A and the terms and conditions of the Office Lease, the terms and conditions of this Rider A shall control.

Lessor:

Hanover Township

By: _____
Brian P. McGuire, Supervisor

Attest:

Katy Dolan Baumer, Clerk

Lessee:

Hanover Township Mental Health Board

By: _____
Brian Gorcowski, Chairperson

Attest:

Linda Best, Secretary