



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

October 4th, 2022

7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
 - A. Veterans Honor Roll
 - 1. SP4 Norbert Paul
 - 2. COL Craig Essick
 - B. State Senator Cristina Castro
 - C. Elgin Mayor David Kaptain
- V. Reports
 - A. Supervisor's Report
 - B. Clerk's Report
 - C. Assessor's Report
 - D. Trustees' Committee Reports
 - E. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of September 20, 2022
 - B. Executive Session Minutes of September 20, 2022
 - C. Approval of Fiscal Year 2022 Audit
 - D. Resolution Recognizing the 100th Anniversary of the Cook County Sheriff's Police Department
 - E. Resolution Declaring October Substance Abuse Prevention Month
 - F. Resolution Proclaiming October as Italian-American Heritage & Culture Month
 - G. Resolution Declaring October 7th Ageism Awareness Day
 - H. Resolution to Approve a Professional Services Agreement with Thomas Engineering Group, LLC
 - I. Resolution to Approve a Drone License and Mutual Aid Agreement with MABAS Division II

**Our mission is to continuously improve the quality of life for Hanover Township residents.
Our vision is a better life through leadership, innovation, and diversity.**

- J. Resolution to Amend User Fees and Deposits for Hanover Township Facilities
- K. Approval of Replacement of the William Tiknis Campus Digital Marquee Sign
- IX. Executive Session
- X. Other Business
- XI. Adjournment



VETERANS HONOR ROLL

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

NAME: Norbert Paul
ADDRESS: 785 Parkway Ave
CITY/ZIP CODE: Elgin 60123
PHONE #: 224-523-9886
EMAIL ADDRESS: Cookiestitcher@yahoo.com
DATE OF BIRTH: 06/21/1944
BRANCH OF SERVICE: Army RANK AT DISCHARGE: Specialist 4
YEARS OF SERVICE: FROM 1965 TO 1967

MEDALS AWARDED OR OTHER CITATIONS:

(2) Purple Hearts, National Defense
Service Medal, Vietnam Campaign Medal,
Vietnam Service Medal Sharpshooter (RIFLE M-14)
INJURIES: Schrapnel wound to leg and face
(2 separate incidents)

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

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

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

Thank you,

Brian P. McGuire

Supervisor



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

NAME: Craig A. Essick

ADDRESS: 1283 Dakota Drive

CITY/ZIP CODE: Elgin, IL 50120

PHONE #: 847-742-9149

DATE OF BIRTH: 04 / 18 / 1957

BRANCH OF SERVICE: US ARMY

HIGHEST RANK ATTAINED: Colonel (06)

YEARS OF SERVICE: FROM 1979 **TO** 2011

MEDALS AWARDED OR OTHER CITATIONS:

Legion of Merit, Bronze Star Medal, Meritorious Service Medal, Army
Commendation Medal, Army Achievement Medal, Army Reserves
Component Achievement Medal, National Defense Service Medal, Global
War on Terrorism Expeditionary Medal, Global War on Terrorism Service
Medal, Army Service Ribbon, Overseas Service Ribbon, Armed Forces
Reserve Medal with M Device, Armed Forces Reserve Medal with 30 year
Device, Parachutist Badge, Army Combat Badge.

INJURIES: _____

Hanover Township
Board Audit Report
From 9/20/22 - 10/3/22

	<u>Total</u>
Total Town Fund	36,692.73
Total Senior Services Fund	29,205.33
Total General Assistance Fund	14,614.06
Total Road Maintenance Fund	3,139.78
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	38,794.45
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	5,000.00
Total Capital Fund	3,216.26
 Total All Funds	 <u><u>130,662.61</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
1103 · Aging Services - Revenue					
1103500 · Senior Programs					
Check	09/27/2022	148506	Alvina Reed	Refund - Tosca Lyric Opera	130.00
Total 1103500 · Senior Programs					130.00
Total 1103 · Aging Services - Revenue					130.00
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	09/28/2022	148543	ProxiT Technology Solutions	Inv# 23270 Network Switch (2)	1,178.00
Check	09/30/2022	148574	ProxiT Technology Solutions	Inv# 23271 Office Phones (2)	40.00
Check	09/30/2022	148574	ProxiT Technology Solutions	Inv# 23265 ES Desktop Computer/Hardware	1,231.97
Check	09/30/2022	148574	ProxiT Technology Solutions	Inv# 23261 Network Labor - September	9,213.00
Total 1014430 · Computer Equipment & Software					11,662.97
Total 101CAP · Capital Expenditures					11,662.97
101CHN · Community Health					
1014452 · Office Supplies					
Check	09/20/2022	148390	Accurate Office Supply Co	Inv# 577723 Batteries, Ink, Plates	83.90
Total 1014452 · Office Supplies					83.90
1014453 · Printing					
Check	09/20/2022	148393	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 802811 Copy Charges Aug	3.01
Check	09/27/2022	148513	COTG	Inv# 3896583 Copy Charges	50.63
Total 1014453 · Printing					53.64
1014465 · Medical Supplies					
Check	09/20/2022	148402	McKesson Medical Surgical	Inv# 46941181 Hand Sanitizer, TB Test	313.36
Total 1014465 · Medical Supplies					313.36
1014492 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	100.60
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1014492 · Dental, Vision & Life Insurance					116.50
Total 101CHN · Community Health					567.40
101CVA · Community Affairs					
101CMA · Community Relations					
1014623 · Phone & Intrnt					
Check	09/28/2022	148528	Kuttenberg, Thomas W	September/October Phone Reimbursement	100.00
Total 1014623 · Phone & Intrnt					100.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
1014625 · Communications					
Check	09/27/2022	148525	Breese Journal & Publishing Company	Inv# 145067 Resident Newsletter Printing	7,047.63
Total 1014625 · Communications					7,047.63
1014627 · Community Affairs					
Check	09/28/2022	148549	Signs by Tomorrow	Inv# 29371 Township Banners Large (2)	917.02
Check	09/28/2022	148549	Signs by Tomorrow	Inv# 29386 Township Banners (4)	423.36
Check	09/30/2022	148568	Precise Printing Network, Inc.	Inv# 53235 Appreciation Plaques (2)	201.99
Total 1014627 · Community Affairs					1,542.37
1014692 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	94.82
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1014692 · Dental, Vision & Life Insurance					105.42
Total 101CMA · Community Relations					8,795.42
Total 101CVA · Community Affairs					8,795.42
101ES · ES - Expenditures					
1014802 · Equipment					
Check	09/27/2022	148518	Fox Valley Fire & Safety	Inv# 501465 Fire Extinguisher Service	92.85
Total 1014802 · Equipment					92.85
1014803 · Uniforms					
Check	09/27/2022	148508	Bartlett Sports	Inv# 6208 ES Shirts (6)/Caps (12)	381.00
Check	09/28/2022	148545	Ray O'herron Co., Inc.	Inv# 2219190 Uniform Pants (4)	243.80
Check	09/28/2022	148545	Ray O'herron Co., Inc.	Inv# 2219188 Uniform Jacket	166.98
Total 1014803 · Uniforms					791.78
1014808 · Education & Training					
Check	09/28/2022	148533	Kwik Print	Inv# 71796 Training Program Booklets (75)	386.60
Total 1014808 · Education & Training					386.60
1014809 · Pre-Volunteer Screening					
Check	09/28/2022	148542	Physicians Immediate Care	Stmnt# 4281526 Pre-Employment Physical/Drug Screen	84.00
Total 1014809 · Pre-Volunteer Screening					84.00
1014813 · Vehicle Fuel & Maintenance					
Check	09/27/2022	148510	Carol Stream Lawn and Power	Inv# 488378 Generator Maintenance	92.11
Check	09/27/2022	148519	Friendly Ford, Inc	Inv# C86902 Oil Change	73.95
Check	09/27/2022	148519	Friendly Ford, Inc	Inv# C86915 Oil Change	74.50
Check	09/27/2022	148519	Friendly Ford, Inc	Inv# C86920 Oil Change	69.80
Check	09/27/2022	148519	Friendly Ford, Inc	Inv# C86921 Oil Change	69.80
Check	09/27/2022	148519	Friendly Ford, Inc	Inv# C87056 Engine Filter/Wiper Blades	171.49

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Check	09/28/2022	148529	Hopkins Ford	Inv# 5060068 Door Repair	52.58
Check	09/28/2022	148534	KO Fleet Maintenance, Inc	Inv# 34967 Oil Change/Bulb Replace/Gasket	643.83
Check	09/28/2022	148557	Village of Hanover Park (Fuel)	Inv# 2022-980 August 2022 Fuel	1,075.69
Total 1014813 · Vehicle Fuel & Maintenance					2,323.75
1014814 · Communications					
Check	09/28/2022	148537	Motorola Solutions Inc	Inv# 6786620220801 Monthly Communication Fee	500.00
Total 1014814 · Communications					500.00
1014892 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	129.91
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	8.48
Total 1014892 · Dental, Vision & Life Insurance					138.39
Total 101ES · ES - Expenditures					4,317.37
101MAIN · Facilities Maintenance					
1014213 · Equipment Maintenance - Town					
Check	09/28/2022	148530	Johnson Controls Security Solutions	Inv# 37872464 Security Monitoring YFS Oct-Dec	255.00
Total 1014213 · Equipment Maintenance - Town					255.00
1014214 · Equipment Maintenance - Senior					
Check	09/20/2022	148407	Wood Dale Electrical Const., Inc.	Inv# 391 Senior Center Parking Lot Light Repair	293.60
Check	09/28/2022	148536	Midwest Mechanical	Inv# 0000125810 Preventative Maintenance Contract Billing	876.00
Check	09/28/2022	148538	Otis Elevator Company	Inv# CY27968001 Annual Pressure Test	1,300.00
Check	09/28/2022	148553	Thompson Elevator Inspection Service Inc	Inv# 22-2292 Senior Center Annual Elevator Inspection	41.00
Total 1014214 · Equipment Maintenance - Senior					2,510.60
1014218 · Vehicle Maintenance - Town					
Check	09/20/2022	148398	GPS Trackit	Inv# 982587 Vehicle GPS Units Annual Contract	1,124.00
Total 1014218 · Vehicle Maintenance - Town					1,124.00
1014219 · Vehicle Fuel - Town					
Check	09/28/2022	148557	Village of Hanover Park (Fuel)	Inv# 2022-980 August 2022 Fuel	1,174.48
Total 1014219 · Vehicle Fuel - Town					1,174.48
1014221 · Cell Phone/Communications					
Check	09/28/2022	148537	Motorola Solutions Inc	Inv# 6786620220801 Monthly Communication Fee	88.00
Total 1014221 · Cell Phone/Communications					88.00
1014228 · Building Maintenance - Izaak					
Check	09/20/2022	148391	Anderson Pest Solutions	Inv# 26613157 Pest Control - Izaak	65.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Total 1014228 · Building Maintenance - Izaac					65.00
1014292 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	375.88
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	26.50
Total 1014292 · Dental, Vision & Life Insurance					402.38
Total 101MAIN · Facilities Maintenance					5,619.46
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	09/27/2022	148507	AT&T 803	Acct# 630 Z99-0161 803 Monthly Charge 9/16-10/15	43.88
Check	09/27/2022	148512	Comcast (185)	Inv# 152449601 Monthly Service Sept 2022	406.92
Total 1014402 · Telephone - Town					450.80
1014403 · Utilities - Town					
Check	09/20/2022	148406	Village of Bartlett	Acct# 63818 Bill# 361558 Water/Sewer Sr Ctr 8/17/22	67.27
Check	09/28/2022	148540	Nicor 29	Acct# 29-26-62-8714 2 Monthly Charges - ESHQ	28.54
Total 1014403 · Utilities - Town					95.81
1014405 · Internet Access - Town					
Check	09/20/2022	148392	AT&T 824	Acct# 253810824 Back-up Internet 8/28-9/27	80.00
Check	09/27/2022	148511	Comcast (098)	Inv# 152449596 Monthly Ethernet Internet Sept 2022	934.95
Total 1014405 · Internet Access - Town					1,014.95
1014416 · Equipment Rental - Town					
Check	09/27/2022	148509	Canteen Refreshment Services	Inv# 174274 Water Machine Rental 9/12-10/9	48.10
Check	09/30/2022	148567	Pitney Bowes Global Financial Services	Inv# 3105732969 Postage Machine Quarterly Lease July-Oct	486.99
Total 1014416 · Equipment Rental - Town					535.09
Total 101THE · Town Hall Expense					2,096.65
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	09/28/2022	148551	Staples	Inv# 3517661378 Ink/Highlighters	97.26
Total 1014404 · Office Supplies					97.26
1014406 · Printing					
Check	09/30/2022	148569	Safeguard Business Systems	Inv# 35125310 AP/Payroll Checks (2,000)	649.30
Total 1014406 · Printing					649.30
1014414 · Memberships, Subs & Publication					
Check	09/28/2022	148546	Bartlett Rotary Club	Inv# 1586 Rotary Dues -J. Barr	195.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
			Total 1014414 · Memberships, Subs & Publication		195.00
			1014429 · Miscellaneous		
Check	09/30/2022	148561	Vana, Kristin N	Community Leaders Meeting Supplies	58.25
			Total 1014429 · Miscellaneous		58.25
			1014531 · Community Affairs		
Check	09/30/2022	148558	Centro de Informacion	Annual GALA Sponsor	625.00
			Total 1014531 · Community Affairs		625.00
			1014592 · Dental, Vision & Life Insurance		
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	234.59
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	71.68
			Total 1014592 · Dental, Vision & Life Insurance		306.27
			Total 101TOE · Town Office Expense		1,931.08
			104ASR · Assessor's Division		
			1044405 · Office Supplies		
Check	09/28/2022	148551	Staples	Inv# 3517255877 Toner	261.39
			Total 1044405 · Office Supplies		261.39
			1044492 · Dental, Vision & Life Insurance		
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	172.54
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	19.08
			Total 1044492 · Dental, Vision & Life Insurance		191.62
			Total 104ASR · Assessor's Division		453.01
			109YFS · Youth & Family Services		
			109ADM · Administration & Clinical		
			1094619 · Office Supplies		
Check	09/27/2022	148509	Canteen Refreshment Services	Inv# 161657 Coffee/Supplies August	65.52
Check	09/30/2022	148563	Canteen Refreshment Services	Inv# 175121 Coffee/Supplies September	65.52
			Total 1094619 · Office Supplies		131.04
			1094623 · Travel		
Check	09/28/2022	148550	Amy Sears	Mileage Reimbursement	6.63
Check	09/30/2022	148560	Herrera, Marina	Mileage Reimbursement September	61.88
			Total 1094623 · Travel		68.51
			1094692 · Dental, Vision & Life Insurance		
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	578.41
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	24.41

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Total 1094692 · Dental, Vision & Life Insurance					602.82
Total 109ADM · Administration & Clinical					802.37
109OUT · Outreach & Prevention					
1094792 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	417.15
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	29.85
Total 1094792 · Dental, Vision & Life Insurance					447.00
Total 109OUT · Outreach & Prevention					447.00
Total 109YFS · Youth & Family Services					1,249.37
Total 1014 · Town Fund - Expenditures					36,692.73
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	09/20/2022	148406	Village of Bartlett	Acct# 62447 Bill# 631145 Water/Sewer Sr Ctr 8/15/22	214.26
Total 1104524 · Utilities					214.26
1104528 · Office Supplies					
Check	09/20/2022	148401	Martin Whalen	Inv# 3845409 Copier Staples (15,000)	98.00
Check	09/27/2022	148505	Accurate Office Supply Co	Inv# 577724 Copy Paper/Envelopes/Binders	193.66
Total 1104528 · Office Supplies					291.66
1104533 · Printing					
Check	09/20/2022	148393	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 802811 Copy Charges Aug	27.67
Check	09/20/2022	148400	Kwik Print	Inv# 71768 Letterhead	159.60
Check	09/20/2022	148400	Kwik Print	Inv# 71818 Business Cards	45.60
Check	09/27/2022	148513	COTG	Inv# 3896583 Copy Charges	191.94
Total 1104533 · Printing					424.81
1104542 · Senior Home Care Pilot Program					
Check	09/30/2022	148559	Lloyd, Renee A.	Home Care Visit Mileage Reimbursement September	21.56
Total 1104542 · Senior Home Care Pilot Program					21.56
1104592 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	444.25
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	33.20
Total 1104592 · Dental, Vision & Life Insurance					477.45
Total 1104ADM · Administration					1,429.74
1104NUT · Nutrition					

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
1105551 · Congregate Food					
Check	09/20/2022	148396	Get Fresh Produce, Inc	Congregate Food	1,178.62
Check	09/20/2022	148397	Gordon Food Service	Congregate Food	1,702.31
Check	09/27/2022	148520	Get Fresh Produce, Inc	Congregate Food	780.66
Check	09/27/2022	148522	Gordon Food Service	Congregate Food	1,775.34
Total 1105551 · Congregate Food					5,436.93
1105553 · Congregate Supplies					
Check	09/20/2022	148396	Get Fresh Produce, Inc	Congregate Supplies	102.11
Check	09/20/2022	148397	Gordon Food Service	Congregate Supplies	168.93
Check	09/27/2022	148520	Get Fresh Produce, Inc	Congregate Supplies	200.28
Check	09/27/2022	148522	Gordon Food Service	Congregate Supplies	65.73
Total 1105553 · Congregate Supplies					537.05
1105558 · Home Delivered Meals Food					
Check	09/20/2022	148396	Get Fresh Produce, Inc	HDM Food	1,178.63
Check	09/20/2022	148397	Gordon Food Service	HDM Food	1,702.29
Check	09/20/2022	148403	Pur Foods LLC dba Mom's Meals	Inv# MM08312022-HT Special Dietary Meals (721) Aug	4,806.83
Check	09/27/2022	148520	Get Fresh Produce, Inc	HDM Food	783.64
Check	09/27/2022	148522	Gordon Food Service	HDM Food	1,775.33
Total 1105558 · Home Delivered Meals Food					10,246.72
1105560 · Home Delivered Meals Supplies					
Check	09/20/2022	148396	Get Fresh Produce, Inc	HDM Supplies	102.09
Check	09/20/2022	148397	Gordon Food Service	HDM Supplies	168.91
Check	09/27/2022	148520	Get Fresh Produce, Inc	HDM Supplies	200.27
Check	09/27/2022	148522	Gordon Food Service	HDM Supplies	65.73
Total 1105560 · Home Delivered Meals Supplies					537.00
1105561 · Event Catering					
Check	09/20/2022	148396	Get Fresh Produce, Inc	MTA Symposium Event Catering (Reimbursed)	63.55
Check	09/27/2022	148520	Get Fresh Produce, Inc	MTA Symposium Event Catering (Reimbursed)	203.75
Total 1105561 · Event Catering					267.30
1105792 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	44.52
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	5.30
Total 1105792 · Dental, Vision & Life Insurance					49.82
Total 1104NUT · Nutrition					17,074.82
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	09/27/2022	148505	Accurate Office Supply Co	Inv# 577724 Program Refreshments/Supplies	139.81
Check	09/27/2022	148514	Denise Laurin-Donatelle	Senior Presentation: Christian Art	100.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Check	09/27/2022	148515	Emilie L Lucchesi	Inv# HT15 Senior Presentation: The Lost Colony	300.00
Check	09/27/2022	148521	Giuseppa Crisopulli	In the Kitchen Program Supplies 9/21	71.13
Check	09/27/2022	148521	Giuseppa Crisopulli	In the Kitchen Class Instruction Nov & Dec	1,200.00
Check	09/28/2022	148531	Jim Gibbons	Senior Presentation - Candy Industry	275.00
Check	09/28/2022	148547	Renee Hein	Inv# 2109 Music Performance	175.00
Check	09/28/2022	148552	Shannon Reiskis	Chair Yoga Class Instruction November-December	210.00
Check	09/28/2022	148554	Tranquility Yoga Studio	Yoga Instruction October 2022	694.99
Total 1104515 · Programming					3,165.93
1104520 · Volunteer Services					
Check	09/20/2022	148405	Verify (XHTSSE)	Inv# 1487011 Background Checks Aug	18.00
Check	09/28/2022	148532	James Lemonides	Home Delivered Meals Mileage Reimbursement Septemebr	31.31
Check	09/28/2022	148535	Lawrence Boquist	Home Delivered Meals Mileage Reimbursement May-Sept	59.61
Check	09/28/2022	148544	Robert Martin	Home Delivered Meals Mileage Reimbursement August-Sept	75.63
Check	09/28/2022	148548	Randy Teesdale	Home Delivered Meals Mileage Reimbursement July-Sept	137.50
Check	09/28/2022	148556	Wayne Ruttenburg	Home Deliveres Meals Mileage Reimbursement September	77.50
Total 1104520 · Volunteer Services					399.55
1104532 · Visual Arts					
Check	09/20/2022	148399	Hobby Lobby	Inv# 113764808 Arts/Crafts Supplies	90.35
Total 1104532 · Visual Arts					90.35
1104892 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	323.63
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1104892 · Dental, Vision & Life Insurance					339.53
Total 1104PRO · Enrichment Programs					3,995.36
1104SOC · Social Services					
1104992 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	123.55
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1104992 · Dental, Vision & Life Insurance					134.15
Total 1104SOC · Social Services					134.15
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	09/20/2022	148404	Valvoline	Inv# 46247 Oil Change	89.22
Check	09/20/2022	148404	Valvoline	Inv# 46613 Oil Change, Headlight Replacement	101.97
Check	09/20/2022	148404	Valvoline	Inv# 46628 Oil Change	49.28
Check	09/28/2022	148555	Valvoline	Inv# 46878 Headlight Replacement	29.74
Check	09/30/2022	148566	Kammes Auto & Truck Repair, Inc.	Inv# 138879 Oil Change	221.60
Check	09/30/2022	148571	Suburban Tire Auto Care Centers	Inv# 527415 Flat Rire Repair	45.44

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Total 1104518 · Vehicle Maintenance					537.25
1104549 · Employee Screenings					
Check	09/20/2022	148405	Verify (XHTSSE)	Inv# 1487011 Background Checks Aug	126.00
Check	09/28/2022	148542	Physicians Immediate Care	Stmnt# 4281526 Pre-Employment Physical/Drug Screen	92.00
Total 1104549 · Employee Screenings					218.00
1104552 · Fuel					
Check	09/28/2022	148557	Village of Hanover Park (Fuel)	Inv# 2022-980 August 2022 Fuel	4,902.20
Total 1104552 · Fuel					4,902.20
1104553 · Uniforms					
Check	09/20/2022	148395	Cintas #22	Inv# 1903278459 Uniform Jacket/Shirt (2)	112.65
Check	09/20/2022	148395	Cintas #22	Inv# 1903288798 Uniform Shirt	44.45
Total 1104553 · Uniforms					157.10
1104692 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	604.80
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	21.91
Total 1104692 · Dental, Vision & Life Insurance					626.71
Total 1104TRN · Transportation					6,441.26
Total 1104 · Aging Services - Expenditures					29,075.33
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	09/30/2022	148570	Staples	Inv# 3517255878 Coffee Supplies	45.57
Total 2024202 · Office Supplies					45.57
2024205 · Travel & Training					
Check	09/28/2022	148526	Imperato, Mary Jo	Veterans Training Mileage - Springfield	198.75
Check	09/28/2022	148526	Imperato, Mary Jo	Gratuity Reimbursement	15.00
Total 2024205 · Travel & Training					213.75
2024510 · Miscellaneous					
Check	09/30/2022	148569	Safeguard Business Systems	Inv# 35125310 GA/EA Checks	355.33
Total 2024510 · Miscellaneous					355.33
2024511 · Phone and Internet					
Check	09/30/2022	148562	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 9/25-10/24	228.52
Total 2024511 · Phone and Internet					228.52

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
2024592 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	130.04
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 2024592 · Dental, Vision & Life Insurance					140.64
Total 2024ADM · Administration					983.81
2024HOM · Home Relief					
2024102 · Rent					
Check	09/20/2022	6162	Providence Bank & Trust	Shelter Assistance	120.16
Check	10/03/2022	6166	Michelle Breen	October 2022 Rent	650.00
Check	10/03/2022	6167	Evergreen PM, LLC	Ocotber 2022 Rent	975.00
Check	10/03/2022	6169	Larry Bennett	October 2022 Rent	500.00
Check	10/03/2022	6170	Spring Lakes Estates	October 2022 Rent	740.00
Check	10/03/2022	6171	Loancare	October 2022 Rent	975.00
Check	10/03/2022	6172	Spring Lakes Estates	October 2022 Rent	660.00
Check	10/03/2022	6173	State Farm Del Vassey	Home Insurance Assistance	106.33
Check	10/03/2022	6174	Shellpoint	October 2022 Rent	497.54
Check	10/03/2022	6175	Providence Bank & Trust	October 2022 Rent	120.16
Check	10/03/2022	6176	Daniel & Elizabeth Bos	October 2022 Rent	975.00
Total 2024102 · Rent					6,319.19
2024105 · Personal Essentials					
Check	10/03/2022	6178	Walmart	Personal Essentials	750.00
Total 2024105 · Personal Essentials					750.00
2024106 · Travel Expenses					
Check	10/03/2022	6168	State Farm Salah, Neal	Auto Insurance Assistance	24.98
Check	10/03/2022	6173	State Farm Del Vassey	Auto Insurance Assistance	76.10
Check	10/03/2022	6177	BP Gas Station	Fuel Assistance Cards	125.00
Total 2024106 · Travel Expenses					226.08
2024119 · Emergency Assistance					
Check	09/20/2022	6163	Blackhawk Apartments	Emergency Assistance	2,250.00
Check	09/28/2022	6164	Blackhawk Apartments	Emergency Assistance	2,446.52
Check	09/28/2022	6165	Spring Lakes Estates	Emergency Assistance	317.72
Check	09/28/2022	6165	Spring Lakes Estates	Emergency Assistance	1,190.00
Total 2024119 · Emergency Assistance					6,204.24
Total 2024HOM · Home Relief					13,499.51
202PAN · Pantry					
1014192 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	116.79
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
			Total 1014192 · Dental, Vision & Life Insurance		130.74
			Total 202PAN · Pantry		130.74
			Total 2024 · Human Services - Expenditures		14,614.06
			3034 · Road Maintenance - Expenditures		
			3034ADM · Administration		
			3034711 · Utilities		
Check	09/28/2022	148539	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 8/18-9/15	80.99
			Total 3034711 · Utilities		80.99
			3034792 · Dental, Vision & Life Insurance		
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	94.82
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
			Total 3034792 · Dental, Vision & Life Insurance		105.42
			Total 3034ADM · Administration		186.41
			3034ROD · Road Maintenance		
			3034602 · Operating Supplies & Materials		
Check	09/28/2022	148537	Motorola Solutions Inc	Inv# 6786620220801 Monthly Communication Fee	88.00
			Total 3034602 · Operating Supplies & Materials		88.00
			3034603 · Fuel		
Check	09/28/2022	148557	Village of Hanover Park (Fuel)	Inv# 2022-980 August 2022 Fuel	887.74
			Total 3034603 · Fuel		887.74
			Total 3034ROD · Road Maintenance		975.74
			303EQM · Equipment		
			3034609 · Maintenance Vehicles & Equip		
Check	09/20/2022	148398	GPS Trackit	Inv# 982587 Vehicle GPS Units Annual Contract	1,124.00
Check	09/27/2022	148516	Equipment Repair Specialists	Inv# 1191 Auger Repair	175.00
Check	09/28/2022	148541	Preventative Maintenance Systems, Inc	Inv# 30407 Truck 505 Step Repair	678.63
			Total 3034609 · Maintenance Vehicles & Equip		1,977.63
			Total 303EQM · Equipment		1,977.63
			Total 3034 · Road Maintenance - Expenditures		3,139.78
			5054 · Mental Health - Expenditures		
			5054ADM · Administration		
			5054541 · Printing		
Check	09/27/2022	148504	Precise Printing Network, Inc.	Inv# 53145 Mental Health Board Trifold Brochure	328.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
Total 5054541 · Printing					328.00
5054592 · Dental, Vision & Life Insurance					
Check	09/28/2022	148527	Euclid Managers	Acct 5641581 Monthly Premium	175.62
Check	09/30/2022	148572	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Total 5054592 · Dental, Vision & Life Insurance					189.57
Total 5054ADM · Administration					517.57
5054COM · HT Community Resource Center					
5054210 · Utilities					
Check	09/27/2022	148499	Comcast (823 MHB)	Acct 8771 10 084 0485823 Monthly Cable/Internet 9/2-10/1	257.53
Check	09/27/2022	148500	Groot, Inc (114943)	Acct# 3107-114943 Inv# 9230783T107 Monthly Charges Sept 2022	174.35
Check	09/27/2022	148502	Nicor 84 (MHB)	Acct# 84-67-77-1000 0 Monthly Charges 8/12-9/12	52.10
Total 5054210 · Utilities					483.98
5054213 · Janitorial					
Check	09/27/2022	148501	JaniKing	Inv# CHC09220210 Monthly Billing Sept	414.00
Total 5054213 · Janitorial					414.00
Total 5054COM · HT Community Resource Center					897.98
5054SVC · Service Contracts					
5054102 · CAC Family Support					
Check	09/27/2022	148498	Childrens Advocacy Ctr of Nwst Co County	Family Support Services	2,478.65
Total 5054102 · CAC Family Support					2,478.65
5054123 · Easter Seals					
Check	09/27/2022	148523	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Support Aug 2022	7,920.50
Total 5054123 · Easter Seals					7,920.50
5054130 · Northwest Casa					
Check	09/27/2022	148503	Northwest CASA	Sexual Assault Intervention July 2022	1,570.75
Check	09/27/2022	148503	Northwest CASA	Sexual Assault Intervention Aug 2022	1,030.00
Total 5054130 · Northwest Casa					2,600.75
5054179 · Challenge Grant Fund					
Check	09/30/2022	148573	Elderday Center	Challenge Grant - Adult Therapeutic Programming	12,000.00
Total 5054179 · Challenge Grant Fund					12,000.00
5054180 · Capital Grant Fund					
Check	09/27/2022	148524	Wings	Capital Grant - Transitional Housing Water Damage Repairs	11,254.00
Total 5054180 · Capital Grant Fund					11,254.00

Hanover Township Board Audit Report

September 20 through October 3, 2022

Type	Date	Num	Name	Memo	Amount
5054204 · Easter Seals Family Support					
Check	09/27/2022	148523	Easter Seals DuPage & Fox Valley Region	Family Support Services Aug 2022	1,125.00
Total 5054204 · Easter Seals Family Support					1,125.00
Total 5054SVC · Service Contracts					37,378.90
Total 5054 · Mental Health - Expenditures					38,794.45
7004 · Vehicle Replcmnt - Expenditures					
7004408 · Vehicle Purchase					
Check	10/03/2022	148575	MABAS Division 2	HTES Portion of MABAS Drone Platform	5,000.00
Total 7004408 · Vehicle Purchase					5,000.00
Total 7004 · Vehicle Replcmnt - Expenditures					5,000.00
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	09/27/2022	148517	FGM Architects	Inv# 21-3142.01-7 ESHQ Architect Fees Aug	3,216.26
Total 8084414 · Emergency Services Station					3,216.26
Total 8084 · Capital Projects - Expenditures					3,216.26
TOTAL					130,662.61



- I. Call to Order/Roll Call: Supervisor McGuire called the meeting of the Hanover Township Board to order at 7:00 p.m.

Clerk Dolan Baumer called the roll; present were Supervisor McGuire, Clerk Dolan Baumer and Trustees Beattie, Noyola, Essick, and Martinez.

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Community Health Director Kristen Smith, Emergency Services Director Mike Crews, Youth and Family Services Director Tina Houdek, Facilities and Road Maintenance Director Caleb Hansen, Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Match, and Attorney Mike Airdo.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Public Comment: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response and the Supervisor closed the Public Comment section of the meeting.
- IV. Presentations:
 - A. The Board welcomes the name of Laddie Strezo (dec.) into the Hanover Township Veterans Honor Roll. Laddie served in the U.S. Navy from 1942 to 1945. His name would be place on the plaque in Veterans Hall and be recorded in the Clerks office.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire thanked Township staff and officials for a great food truck festival. He attended the Emergency Services conference here at the Township and thanked Director Crews for doing a fine job organizing and running the event. He attended the principals' breakfast at Streamwood with U-46 and thanked staff for organizing that event. He had a very informative meeting that the supervisors from Palatine and Schaumburg with Senator Castro and Representative Crespo to discuss the immigrants who are seeking asylum that are needing services in our area; we are coordinating efforts to respond to the needs. During the meeting, the supervisors reminded the lawmakers that townships were left behind when COVID funds were being distributed. They lawmakers assured the supervisors that their virtues were discussed with the governor.
 - B. Clerk's Report: Clerk Dolan Baumer reported that the mail-in ballot request form now has a check box available for people who wish to opt into receiving the ballot request form for every election going forward, negating the need to request a form for every election.
 - C. Assessor's Report: Assessor Moinuddin offered no report.
 - D. Department Reports: Reports were submitted for review and consideration by the Board; highlights included Director Hanson noting that he received a complaint from a Chapel Creek resident about the failed retaining wall. He met with administration and legal, and they came to the determination that this is not a Township issue; Director Hanson would report back to the resident. Environmental testing will be completed on the Sherwood Oak Athletic area and recommendations on the demolition will be forthcoming, then permitting will be sought from the County, for a completion date in November. Discussion is taking place regarding whether or not to cap the well on that property; it may prove beneficial to the Township in the future. Repaving contracts have been sent to legal for final review for the half mile of Glen Echo and Chestnut streets. A tree contractor has been selected for the removal of the neglected tree at Naperville Road; resident-signed waivers will be collected. Director Crews reported that the unit

has been assisting with the arriving immigrants. The Emergency Services units conference of September 17 was a success. A drone platform has been purchased, and policies for drone use are in place. A Drone Summit would be held in November and the city of Chicago and Cook County Sheriff's departments have expressed interest in attending. He and members of the unit had the opportunity to speak at Elgin Community College again for recruitment purposes. Director Smith reported that the recent Health Expo was a success. She further reported that the CDC approve COVID 19 vaccines for babies aged six months and older. Boosters are available for those five years and older. Flu shots are available and employee wellness exams are available as well. This is national cholesterol month; tests are available. Director Houdek reported that another Map Group session will start this month held in both English and Spanish. Parkwood and Hanover Countryside elementary schools have asked the department to present to their students on bullying and self-harming. U-46 has approved in classroom groups for some schools. The Director is awaiting the completed forms from the other schools. A glow in the dark back to school party would be held with the Streamwood Park District on September 22; on September 27, the final family movie night would showcase "Smurfs;" and on October 28, Hanover Haunts would take place at the Izaak Walton Youth Center. Director Conway reported that another meet and greet opportunity would be held at the Center this month. The day trips are very successful and programming is filling satisfactorily. Township buses will be used for Bartlett's Octoberfest events. LIHEAP assistance is ongoing and Medicare Open Enrollment appointments are available. She would be attending a virtual senior center summit. Joanne Riggio has accepted a position with the Center, and happy birthday to Marilyn Peri of Nutrition Services. Manager Teachout reported that 43 agencies, including three new agencies, have applied for funds from the 2023 Mental Health Board; awards would be made in January 2023. In Director Kuttentberg's absence, Administrator Barr presented a written report highlighting that staff would meet next week to discuss the food truck fest to recap and select a date for the 2023 event. He encouraged the Board to share feedback with staff for improvements. Mariachi Joya Dorada de U-46 would be performing a free concert on September 22 at the Izaak Walton Reserve; the event was promoted in the Daily Herald and Elgin Courier. He would be meeting with an entertainment management company regarding the booking of the property and amphitheater. Entertainment Management is also used by Hanover Park and Elk Grove villages to book their venues. MTA would be holding the symposium on Saturday, September 24; please RSVP to attend. He met, along with Director Smith, with the Interim Director of Public Health Policy Ms Deanna Durica, to discuss areas of partnership and collaboration with the Township. County Commissioner will cosponsor the upcoming Shred on October 8. The department is still working with Community Health and the County Sheriff's office to become a prescription drug drop site. Reminder that officials' photos would be taken on October 18. Assistant Administrator Vana reported that the Schaumburg Police Department would offer training onsite to our employees on unconscious bias identification (unconscious bias, also known as implicit bias, is a learned assumption, belief, or attitude that exists in the subconscious. Everyone has these biases and uses them as mental shortcuts for faster information-processing. Implicit biases are developed over time as we accumulate life experiences and get exposed to different stereotypes). The auditors will be at the next meeting of the Town Board. A graduate management intern from NIU would be starting this month. She reminded the Board of the October 8 unveiling of the George Rosner storyboard at the Izaak Walton Teen Center. Administrator Barr let the Board know that Deputy Assessor Glascott's mother passed away today. He reported that the Children's Advocacy Center has withdrawn its intent to purchase the Burgundy property and that it would be going out for bid again, with the concurrence of the Board. The Supervisor and Trustees concurred and directed staff to make the property available for sale/bid again. \$5,000 of the Emergency Service grant has been received from the State.

Rental and use agreements and fees for the Izaak Walton Reserve facility would be adjusted to accommodate new needs (cleaning, replacing items, etc.).

- VI. Bill Paying: Mr. Barr presented the bills for payment from September 6, 2022 through September 19, 2022, including a late bill, the final bill from E.P. Doyle for the Izaak Walton Reserve master plan improvements project for \$53,497.70, as follows:

a.	Town	46,077.81
b.	Senior Services	20,935.19
c.	General Assistance	7,123.62
d.	Road Maintenance	3,368.63
e.	Mental Health Board	1,975.65
f.	Capital	<u>76,626.74</u>
	Total	<u>\$156,107.64</u>

A motion was made by Trustee Martinez and seconded by Trustee Noyola to approve payment of the bills as presented from September 6, 2022 through September 19, 2022. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

- VII. Unfinished Business: No unfinished business was brought forward.

- VIII. New Business:

- A. Meeting Minutes of September 6, 2022: Trustee Beattie moved that the Board approve the meeting minutes of September 6, 2022 as presented by Clerk Dolan Baumer; Trustee Essick seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- B. Resolution declaring September 19 to 25 as Rail Safety Week in Hanover Township: Trustee Noyola moved that the Board approve a resolution declaring September 19 to 25 as Rail Safety Week in Hanover Township; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- C. Appointment to the Committee on Youth: Trustee Beattie moved that the Board reappoint Mr. Ariel Correa to the Committee on Youth; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- D. Consideration of Sherwood Oaks Resident Request: a resident of King Arthur Court, Elgin (Sherwood Oaks development), Mr. Joe Pulik, requests, according to his letter to Director Hanson, "speed management to reduce actual driving speed in the neighborhood and increase motorist awareness of the multi-user nature of the traffic." Director Hanson discussed the operation available, the need, and recommendations. After discussion, the Board agreed to the Township putting up a speed limit sign, and to reach out to the Cook County Sheriff to request a half day enforcement in the area. Director Hanson would reach out to the resident regarding these decisions.

- IX. Executive Session: Trustee Essick moved that the Board adjourn into Executive Session pursuant to §2c11 (Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act. Trustee Beattie seconded the motion, followed by a roll call vote: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried. Mr. McGuire released staff from the rest of the Board meeting and the Board adjourned into Executive Session at 7:43 p.m.

Minutes of a Meeting of the Hanover Township Board

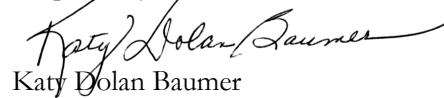
Tuesday, September 20, 2022

Page 4

The Board returned from Executive Session at 7:56 p.m. Present were Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire by roll call.

- X. Other Business: Supervisor McGuire reminded the Board of the rescheduled 15 Board meeting to be held on November 22, 2022 due to the Township Officials of Illinois Annual Conference at which many staff and Board members would attend. Administrator Barr asked if any Trustees would be interested in attending the Centrol de Informacion gala on Saturday, and if so, please let him know.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:59 p.m. was made by Trustee Beattie and seconded by Trustee Noyola, followed by a roll call vote. Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Aging Services, Human Services, Y&F Services, Community Affairs

**HANOVER TOWNSHIP
COOK COUNTY, ILLINOIS
COMPREHENSIVE ANNUAL FINANCIAL
REPORT
FOR THE FISCAL YEAR ENDED
MARCH 31, 2022**



*Comprehensive Annual Financial Report
Prepared by:
Hanover Township
Department of Administrative Services*

HANOVER TOWNSHIP

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INTRODUCTORY SECTION

**Hanover Township
Principal Officials
For the Year Ended March 31, 2022**

Elected Officials

Brian P. McGuire
Supervisor

Katy Dolan Baumer
Clerk

Khaja Moinuddin
Assessor

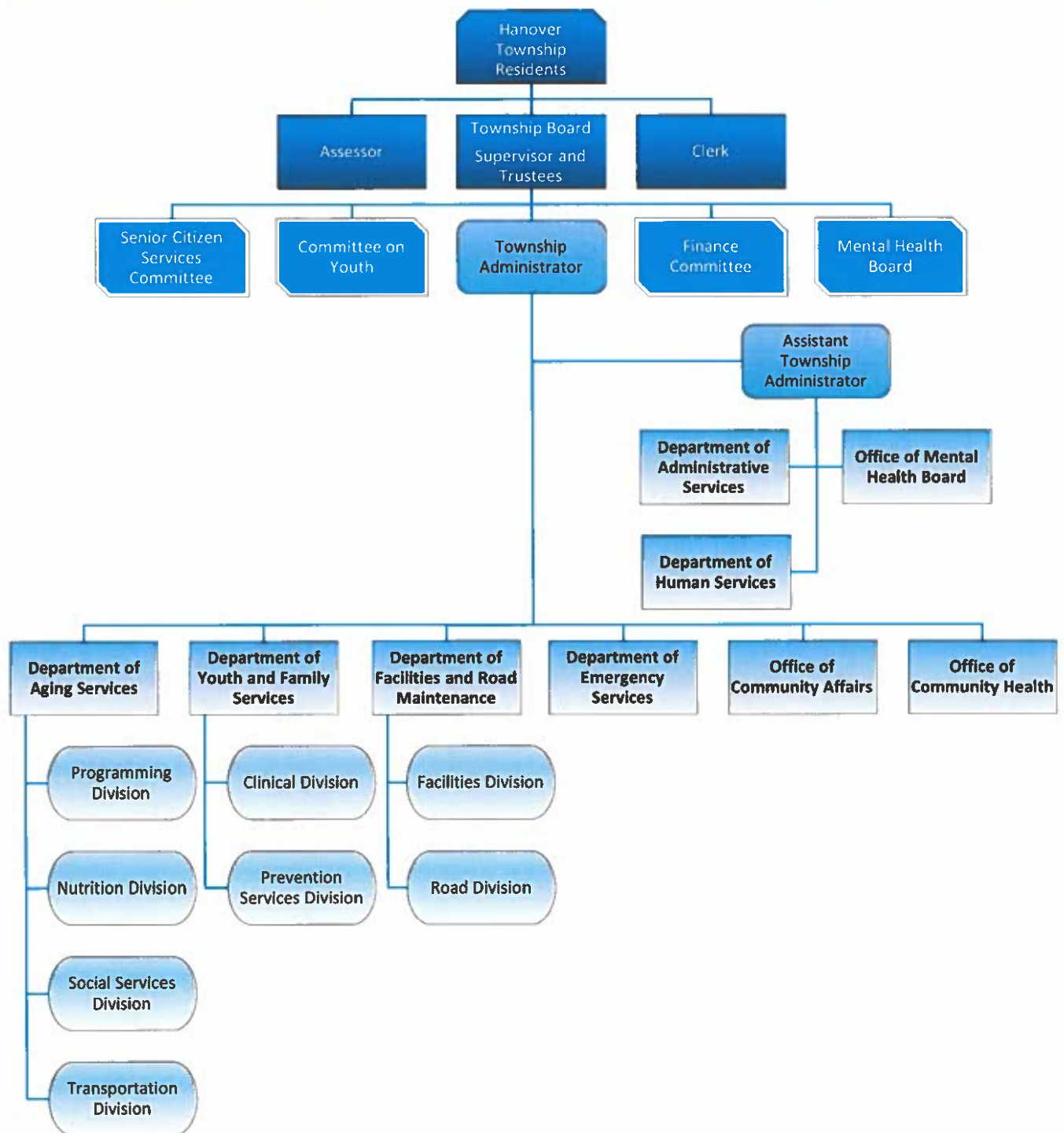
Alisa "Lee" Beattie
Craig Essick
Eugene N. Martinez
Denise Noyola
Trustees

Administrative Staff

James C. Barr
Township Administrator

Kristin Vana
Assistant Township Administrator

Organizational Chart





September 20, 2022

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

Honorable Trustees:

The Comprehensive Annual Financial Report (CAFR) of Hanover Township for the fiscal year ending March 31, 2022 is submitted herewith. The report was prepared by the Township's Supervisor, Administrator and accountant. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with Hanover Township. We believe the data presented is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial position and the results of operations of Hanover Township as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain the maximum understanding of the Township's financial affairs have been included.

This report includes all funds of the Township. Hanover Township contains portions of six communities within its jurisdiction: Streamwood, Bartlett, Hanover Park, Elgin, Schaumburg and Hoffman Estates. Specific operating departments within the Township include: Department of Administrative Services, Department of Emergency Services, the Office of Community Health, Department of Aging Services, Department of Youth and Family Services, Department of Human Services, Department of Facilities and Road Maintenance, Office of the Mental Health Board, Assessor's Office, and the Office of Community Affairs.



ECONOMIC CONDITION AND OUTLOOK

Hanover Township is a municipal corporation of the State of Illinois. The Township covers approximately 36 square miles and includes portions of Streamwood, Elgin, Bartlett, Hanover Park, Hoffman Estates and Schaumburg. It is located in Cook County and is approximately 30 miles northwest of downtown Chicago. The Township maintains a total of six locations in four different municipalities. The Bartlett locations are as follows: Town Hall at 250 S. Route 59, Senior Center at 240 S. Route 59, and Emergency Services Station #1 at 218 Main Street. The Hanover Park location is the Astor Avenue Community Center at 7431 Astor Avenue. The Streamwood location is the Mental Health Community Resource Center at 1535 Burgundy Parkway and the Elgin location is Izaak Walton Center at 899 Jay Street.

The 2020 American Community Survey (ACS), the population of 100,092 for the Township represents almost no increase from the 2010 population of 99,538. The 2020 median household income is \$80,723 and per capita income is \$30,461. The potential for future population growth is modest even with a slightly improving housing market as the Township has minimal buildable land available for future development. Throughout last three tax years ('18 through '20), the Township's equalized assessed valuation has increased by 12.1%.

Cook County has not released the 2021 tax extensions at the issuance of this audit. The Township levies taxes for four agencies. The agencies are the Town of Hanover, General Assistance (Human Services), Road Maintenance, and Mental Health. Within the Town of Hanover are the following funds: Corporate, IMRF, Social Security, and Senior Citizens. The annual assessed valuation (EAV) is shown below.

Tax Year	EAV	Town Tax Rate	General Asst. Tax Rate	Road Maintenance Tax Rate	Mental Health Tax Rate
2014	\$ 1,775,681,535	0.277	0.021	0.095	0.061
2015	\$ 1,719,228,781	0.295	0.023	0.099	0.058
2016	\$ 2,002,214,061	0.255	0.020	0.086	0.057
2017	\$ 2,014,457,752	0.261	0.020	0.086	0.059
2018	\$ 1,967,914,991	0.276	0.021	0.087	0.063
2019	\$ 2,268,205,300	0.247	0.018	0.075	0.056
2020	\$ 2,258,218,539	0.256	0.020	0.076	0.059

According to the 2020 ACS, the total housing units for the Township amounted to 35,007 with an average household containing three individuals and 40% had children under the age of 18 living with them. Additionally, this contributes to the Township's strong demand for community-based adult and youth services.

MAJOR INITIATIVES/HAPPENINGS FOR THE YEAR

The 2022 Budget for Operations remained static for the year. The Township's total major funds expenses were down 2.9% from the prior year and Passport Fees and Program revenues increased considerably from the prior year recovering from the Covid-19 pandemic. The Township was able to transfer monies into the vehicle and capital projects funds in the amounts of \$65,000 and \$320,000, respectively. These monies in addition to prior years' reserves, funded the following major projects from fiscal year 2022: expansion and development of the property adjacent to the Townships campus for the new Emergency Services Station, Izaak Walton Center Improvements, as well as building Improvements.

FUTURE INITIATIVES/FUTURE DIRECTION

Although the Capital Improvement Program anticipates expenditures over a five-year period, the Town Board has allocated up to \$5.9M to be expended on Fiscal Year 2023 capital improvements. Funding of capital projects will be derived from local property tax revenues, grants/donations, sale of property, and loan proceeds. These funds are to be budgeted on the following projects: emergency services station and campus expansion, Izaak Walton reserve improvements, security camera system, building improvements, and road resurfacing projects.

FINANCIAL INFORMATION

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

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

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

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

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

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

The Reporting Entity and its Services - This report includes all of the funds and activities controlled by the Township.

The Township participates in the Illinois Municipal Retirement Fund and Illinois Counties Risk Management Trust. Those organizations are separate legal entities because (1) they are organized entities, (2) have governmental character, and (3) are substantially autonomous. Audited financial statements for these organizations are not included in this report. However, such statements are available upon request from their respective business offices.

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

Property taxes are a major source of income for general operations. The Township's property taxes make up 88% of the total revenue for the major governmental funds.

At the issuance of the FY22 audit Cook County has not released the 2021 tax extensions. 2020 assessed valuation of \$2,258,218,539 represents a decrease from 2019. As a result, the tax rates for 2020 increased.

Allocation of the property tax levy for 2020 and the preceding tax year are as follows (amounts for each \$100 of assessed value).

Purpose	2019	2020
Town of Hanover	.247	.256
General Assistance Fund	.018	.020
Road Maintenance Fund	.075	.076
Mental Health Fund	.056	.059
Total Tax Rate	.396	.411

The Town of Hanover represents the Corporate, Senior, IMRF, and Social Security Funds. The maximum tax rate for the Corporate Fund is .2500. The maximum tax rate for the Senior Services and Mental Health Fund is .1500.

Capital Assets Additions - As of March 31, 2022 the general capital assets of the Hanover Township amounted to \$9,097,063. The major category of decrease results from yearly depreciation of \$740,700.

Independent Audit - Chapter 50, Section 310/2 of the Illinois Revised Statutes requires that Townships secure a licensed public accountant to perform an annual audit of accounts. The firm of Mack & Associates, P.C. has performed the audit for the year ended March 31, 2022. Their unmodified opinion on the general-purpose financial statements is presented in this report.

OTHER INFORMATION

Awards & Acknowledgments – The government received the GFOA's Distinguished Budget Presentation Award for its annual budget document dated March 31, 2022, in addition to the GFOA's Award for Reporting Excellence for its CAFR dated March 31, 2021. To qualify for the Distinguished Budget Presentation Award, the government's budget document had to be judged proficient as a policy document, a financial plan, an operations guide, and a communications device. The Illinois Policy Institute has also recognized the Township as one of the few local governments to provide 100% transparency online.

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

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

Respectfully submitted,

Brian P. McGuire
Supervisor

James C. Barr
Administrator

James R. Howard
Finance





Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Hanover Township
Illinois**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

March 31, 2021

Christopher P. Morill

Executive Director/CEO

FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT



CERTIFIED PUBLIC ACCOUNTANTS

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CHRIS CHRISTENSEN

INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of
Hanover Township
Bartlett, Illinois

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Hanover Township as of and for the year ended March 31, 2022, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Hanover Township, as of March 31, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Hanover Township, Illinois, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibility of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Hanover Township, Illinois' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

Other Matters

Required Supplementary Information

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

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Hanover Township's basic financial statements. The combining and individual nonmajor fund and capital project fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

Supplemental Information

Management is responsible for the supplemental information included in the annual report. The supplemental information comprises the introductory section and the statistical section but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the supplemental information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the supplemental information exists, we are required to describe it in our report.

Report on Summarized Comparative Information

We previously audited Hanover Township, Illinois' March 31, 2021, financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 19, 2021. The summarized comparative information presented herein as of and for the year ended March 31, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Mack & Associates, P.C.

Mack & Associates, P.C.
Certified Public Accountants

Morris, Illinois
September 20, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

As the Hanover Township (Township) management, we offer readers of the Township's financial statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended March 31, 2022. The management of the Township encourages the readers of this financial information presented in conjunction with the financial statements to obtain a better understanding of the Township's financial operations.

Financial Highlights

The assets and deferred outflows of resources of Hanover Township exceeded its liabilities and deferred inflows of resources by \$15,932,634 and \$14,898,580 as of March 31, 2022 and 2021, respectively. The Township's net position increased \$1,034,054 in fiscal year 2022.

Overview of the Financial Statements

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

Government-wide Financial Analysis

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

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

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

Both of the government-wide financial statements distinguish functions of Hanover Township that are principally supported by property taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover a portion of the costs through user fees and charges. The governmental activities of Hanover Township include general government, services for youth, seniors, community health, general assistance, mental health, and road projects.

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

Government-wide Financial Analysis – (Continued):

Fund Financial Statements

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

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

Notes to Financial Statements

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

Required Supplementary Information

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

Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Hanover Township, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$15,932,634 for the year ended March 31, 2022, which was an increase of \$1,034,054, or an increase of 5.3%, from the prior year.

A portion of the Township's net position reflects its investment in capital assets of \$9,097,063. The Township uses these capital assets to provide services and consequently these assets are not available to liquidate liabilities or for other spending.

The unrestricted net position of \$2,139,700 at March 31, 2022 is available to fund future Township obligations.

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

Government-wide Financial Analysis – (Continued):

Condensed Financial Information

Statement of Net Position		
	2022	2021
<u>Assets</u>		
Current assets	\$ 12,124,946	12,123,993
Capital assets	9,097,063	8,433,574
Net pension asset	520,870	-
Total assets	21,742,879	20,557,567
<u>Deferred Outflows of Resources</u>		
Changes in net pension liabilities*	375,252	713,235
Total deferred outflows of resources	375,252	713,235
<u>Liabilities</u>		
Current liabilities	349,813	375,783
Noncurrent liabilities	479,736	993,451
Total liabilities	829,549	1,369,234
<u>Deferred Inflows of Resources</u>		
Property taxes levied for subsequent years	3,983,665	4,126,318
Changes in net pension liabilities*	1,372,283	876,670
Total deferred inflows of resources	5,355,948	5,002,988
<u>Net Position</u>		
Net investment in capital assets	9,097,063	8,433,574
Restricted	4,695,871	4,301,724
Unrestricted	2,139,700	2,163,282
Total net position	\$ 15,932,634	14,898,580

**See the schedule of deferred outflows and inflows of resources for the IMRF plan on page 32 for additional information.*

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

Government-wide Financial Analysis – (Continued):

Condensed Financial Information – (Continued)

	Changes in Net Position	
	For the Year Ended March 31,	
	2022	2021
Revenues:		
Program revenues:		
Charges for services	\$ 408,200	185,965
Operating grants and contributions	438,081	425,870
Capital grants and contributions	230,775	236,946
General revenues:		
Property taxes	8,322,452	8,065,931
Personal property replacement taxes	145,282	74,489
Interest income	12,389	49,673
Other revenues	194,488	129,464
Total revenues	9,751,667	9,168,338
Expenses:		
General government	3,496,877	3,515,592
Youth services	888,064	871,123
Community relations	227,266	199,106
Home relief	99,782	164,520
Road maintenance	636,721	566,848
Mental health	1,297,666	1,140,602
Senior center	2,071,237	1,964,839
Total expenses	8,717,613	8,422,630
Change in net position	1,034,054	745,708
Net position, beginning of year	14,898,580	14,152,872
Net position, end of year	\$ 15,932,634	14,898,580

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

Financial Analysis of the Township's Funds

The following is a summary of changes in fund balances for the year ended March 31, 2022:

Governmental Funds	Fund Balance March 31, 2021	Increase (Decrease)	Fund Balance March 31, 2022
General (Town)	\$ 2,212,537	495,901	2,708,438
Senior Citizens Services	1,089,482	92,750	1,182,232
Road Maintenance	1,060,310	145,653	1,205,963
Mental Health	1,203,703	61,579	1,265,282
Capital Projects	789,549	(884,189)	(94,640)
General Assistance	749,278	88,501	837,779
Illinois Municipal Retirement	121,590	2,588	124,178
Social Security	77,361	3,076	80,437
Committee for Senior Services	-	71,700	71,700
Vehicle Replacement	318,082	92,017	410,099
Totals	\$ 7,621,892	169,576	7,791,468

The majority of the changes in fund balance are due to operations. Specifically, the General Fund increased due an increase in revenues as the area recovered from the Covid-19 pandemic. The Road Maintenance Fund increased due to fewer significant road repair and maintenance projects during the fiscal year. The Mental Health Fund experienced an increase in fund balance this year because of an increase in revenues. The Capital Projects Fund decreased due to building improvements projects during the year. During the year \$155,000 was transferred to the Senior Citizens Services Fund, \$90,000 was transferred to the Vehicle Replacement Fund, and \$320,000 was transferred to the Capital Projects Fund for capital expenditures. For more information, please refer to Note 13 of the financial statements.

Budgetary Highlights

Revenues in the General Fund were \$4,560,448 which was \$190,631 more than the budgeted amount. The increase was the result of higher program charges and fees due to the recovery from the Covid-19 shutdown.

Expenditures in the General Town Fund of \$3,679,547 were less than revenues by \$880,901 and were \$303,715 less than the appropriation of \$3,983,262. The Township kept expenditures low after the Covid-19 shutdown in order to be conservative as the area recovered from the pandemic.

HANOVER TOWNSHIP

Management's Discussion and Analysis - Unaudited For the Year Ended March 31, 2022

Capital Assets

The following is a summary of the Township's capital assets, net of accumulated depreciation:

	March 31, 2021	March 31, 2022
Land	\$ 2,569,232	2,569,232
Construction in progress	147,223	-
Buildings	5,722,786	5,722,786
Building improvements	2,698,873	4,250,285
Office furniture & equipment	1,283,169	1,283,169
Trucks & equipment	1,633,784	1,633,784
Buses	578,488	578,488
Infrastructure	2,452,469	2,452,469
Cost of capital assets	17,086,024	18,490,213
Less accumulated depreciation	(8,652,450)	(9,393,150)
Net capital assets	\$ 8,433,574	9,097,063

For more information, please refer to Note 7 of the financial statements.

Description of Current or Expected Conditions

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

Requests for Information

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

BASIC FINANCIAL STATEMENTS

HANOVER TOWNSHIP

STATEMENT A

Government-wide Financial Statement

Statement of Net Position

March 31, 2022

	<u>Governmental Activities</u>	
	<u>2022</u>	<u>2021</u>
<u>Assets</u>		
Cash and investments	\$ 7,652,008	7,136,878
Receivables, net of allowance for uncollectibles:		
Property taxes	4,181,307	4,712,412
Grant receivable	200,000	200,000
Prepaid items	91,631	74,703
Net pension asset	520,870	-
Capital assets not being depreciated:		
Land	2,569,232	2,569,232
Construction in Progress	-	147,223
Capital assets being depreciated, net of accumulated depreciation:	6,527,831	5,717,119
Total assets	<u>21,742,879</u>	<u>20,557,567</u>
<u>Deferred Outflows of Resources</u>		
Changes in net pension liabilities	375,252	713,235
Total deferred outflows of resources	<u>375,252</u>	<u>713,235</u>
<u>Liabilities</u>		
Accounts payable and other current liabilities	349,813	375,783
Non-current liabilities:		
Due in less than one year:		
Compensated absences	182,300	171,226
Due in more than one year:		
Compensated absences	297,436	280,532
Net pension liability	-	541,693
Total liabilities	<u>829,549</u>	<u>1,369,234</u>
<u>Deferred Inflows of Resources</u>		
Property taxes levied for subsequent years	3,983,665	4,126,318
Changes in net pension liabilities	1,372,283	876,670
Total deferred inflows of resources	<u>5,355,948</u>	<u>5,002,988</u>
<u>Net Position</u>		
Net investment in capital assets	9,097,063	8,433,574
Restricted for:		
Senior services	1,182,232	1,089,482
Road maintenance	1,205,963	1,060,310
Mental health	1,265,282	1,203,703
General assistance	837,779	749,278
Retirement benefits	204,615	198,951
Unrestricted	2,139,700	2,163,282
Total net position	<u>\$ 15,932,634</u>	<u>14,898,580</u>

The Notes to Basic Financial Statements are an integral part of this statement.

HANOVER TOWNSHIP

STATEMENT B

**Government-wide Financial Statement
Statement of Activities
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

Programs:	Program Revenues			Net (Expense) Revenue and Change in Net Position	
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
					2022 2021
Governmental activities:					
General government	\$ 3,496,877	205,658	4,868	200,000	(3,227,413)
Youth services	888,064	46,259	105,687	-	(748,771)
Community relations	227,266	-	-	-	(199,106)
Home relief	99,782	-	-	-	(164,520)
Road maintenance	636,721	-	-	-	(566,848)
Mental health	1,297,666	7,800	-	-	(1,128,752)
Senior center	2,071,237	148,483	327,526	30,775	(1,538,439)
Total governmental activities	\$ 8,717,613	408,200	438,081	230,775	(7,573,849)
General revenues:					
Taxes:					
Property taxes				8,322,452	8,065,931
Personal property replacement taxes				145,282	74,489
Interest income				12,389	49,673
Miscellaneous				194,488	129,464
Total general revenues				8,674,611	8,319,557
Change in net position				1,034,054	745,708
Net position, beginning of year				14,898,580	14,152,872
Net position, end of year				\$ 15,932,634	14,898,580

The Notes to Basic Financial Statements are an integral part of this statement.

HANOVER TOWNSHIP

STATEMENT C

**Balance Sheet
Governmental Funds
March 31, 2022**

(With Comparative Figures for March 31, 2021)

	Major Funds						Total	
	General (Town) Fund	Senior Citizens Services Fund	Road Maintenance Fund	Mental Health Fund	General Assistance Fund	Capital Projects Fund	Non-major Governmental Funds	Total Governmental Funds
Assets								
Cash and investments	\$ 2,739,810	1,194,700	1,201,761	1,270,582	829,888	-	702,264	7,939,005
Property taxes receivable (net)	2,089,905	607,234	422,467	664,589	216,295	-	180,817	4,181,307
Grant receivables	-	-	-	-	-	200,000	-	200,000
Prepaid items	67,965	13,837	6,241	1,902	1,686	-	-	91,631
Total assets	\$ 4,897,680	1,815,771	1,630,469	1,937,073	1,047,869	200,000	883,081	12,411,943
								12,123,993
Liabilities								
Overdraft Payable	\$ -	-	-	-	-	286,997	-	286,997
Accounts payable	132,414	17,555	18,356	37,158	-	7,643	-	213,126
Accrued salaries payable	67,797	38,060	4,907	2,181	4,737	-	19,005	136,687
Total liabilities	200,211	55,615	23,263	39,339	4,737	294,640	19,005	636,810
								375,783
Deferred Inflows of Resources								
Property taxes levied for subsequent years	1,989,031	577,924	401,243	632,452	205,353	-	177,662	3,983,665
								4,126,318
Fund Balances								
Nonspendable	67,965	13,837	6,241	1,902	1,686	-	-	91,631
Restricted	-	1,168,395	1,199,722	1,263,380	836,093	-	204,615	4,672,205
Assigned	-	-	-	-	-	-	481,799	481,799
Unassigned	2,640,473	-	-	-	-	(94,640)	-	2,545,833
Total fund balances	2,708,438	1,182,232	1,205,963	1,265,282	837,779	(94,640)	686,414	7,791,468
								7,621,892
Total liabilities, deferred inflows of resources, and fund balances	\$ 4,897,680	1,815,771	1,630,469	1,937,073	1,047,869	200,000	883,081	12,411,943
								12,123,993

The Notes to Basic Financial Statements are an integral part of this statement.

HANOVER TOWNSHIP

Balance Sheet
Governmental Funds
March 31, 2022
(With Comparative Figures for March 31, 2021)

STATEMENT C
(Continued)

	Total Governmental Funds	
	2022	2021
Reconciliation to Statement of Net Position:		
Total fund balances - governmental funds	\$ 7,791,468	7,621,892
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets of governmental activities are not financial resources and, therefore, are not reported in the funds.	9,097,063	8,433,574
Long-term liabilities, including compensated absences, and deferred outflows/inflows of resources are not due and payable in the current period and, therefore, are not reported in the funds:		
Compensated absences payable	(479,736)	(451,758)
Net pension (liability) asset	520,870	(541,693)
Net deferred pension outflows (inflows)	(997,031)	(163,435)
Net position of governmental activities	\$ 15,932,634	14,898,580

HANOVER TOWNSHIP

STATEMENT D

Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)

	Major Funds						Total		Total	
	General (Town) Fund	Senior Citizens Services Fund	Road Maintenance Fund	Mental Health Fund	General Assistance Fund	Capital Projects Fund	Non-major Governmental Funds	2022	2021	2021
Revenues:										
Property taxes	\$ 4,117,204	1,211,521	861,612	1,313,473	449,167	-	369,475	8,322,452	8,065,931	
Personal property replacement taxes	61,753	-	50,594	24,701	8,234	-	-	145,282	74,489	
Program revenues	-	148,483	-	-	-	-	-	148,483	71,669	
Passport fees	195,658	-	-	-	-	-	-	195,658	73,904	
Rental income	10,000	-	-	7,800	-	-	-	17,800	21,850	
Youth commission	151,946	-	-	-	-	-	-	151,946	122,352	
Intergovernmental	-	358,301	-	-	4,868	200,000	-	563,169	559,006	
Interest income	4,821	2,324	1,551	1,672	1,053	-	968	12,389	49,673	
Miscellaneous	19,066	67,481	1,487	7,821	15,227	-	83,406	194,488	129,464	
Total revenues	4,560,448	1,788,110	915,244	1,355,467	478,549	200,000	453,849	9,751,667	9,168,338	
Expenditures:										
Current:										
Town	2,438,909	-	-	-	290,266	-	368,582	3,097,757	3,030,649	
Youth services	888,064	-	-	-	-	-	-	888,064	871,123	
Community relations	227,266	-	-	-	-	-	-	227,266	199,106	
Home relief	-	-	-	-	99,782	-	-	99,782	164,520	
Road maintenance	-	-	489,544	-	-	-	-	489,544	374,576	
Mental health	-	-	-	1,293,888	-	-	-	1,293,888	1,136,607	
Senior center	-	1,850,360	-	-	-	-	-	1,850,360	1,731,273	
Capital outlay	125,308	-	100,047	-	-	1,404,189	5,886	1,635,430	2,358,110	
Total expenditures	3,679,547	1,850,360	589,591	1,293,888	390,048	1,404,189	374,468	9,582,091	9,865,964	
Excess (deficiency) of revenues over (under) expenditures	880,901	(62,250)	325,653	61,579	88,501	(1,204,189)	79,381	169,576	(897,626)	
Other financing sources (uses):										
Transfers in	-	155,000	-	-	-	320,000	90,000	565,000	1,780,000	
Transfers out	(385,000)	-	(180,000)	-	-	-	-	(565,000)	(1,780,000)	
Total other financing sources (t)	(385,000)	155,000	(180,000)	-	-	320,000	90,000	-	-	
Net change in fund balances	495,901	92,750	145,653	61,579	88,501	(884,189)	169,381	169,576	(897,626)	
Fund balances, beginning of year	2,212,537	1,089,482	1,060,310	1,203,703	749,278	789,549	517,033	7,621,892	8,319,518	
Fund balances, end of year	\$ 2,708,438	1,182,232	1,205,963	1,265,282	837,779	(94,640)	686,414	7,791,468	7,621,892	

The Notes to Basic Financial Statements are an integral part of this statement.

HANOVER TOWNSHIP

STATEMENT D
(Continued)

Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)

	Total	
	Governmental	
	Funds	
	2022	2021
Reconciliation to the Statement of Activities:		
Net change in fund balances - governmental funds	\$ 169,576	(697,626)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Depreciation	(740,700)	(752,337)
Capitalized expenditures	1,404,189	2,119,854
The change in the compensated absences liability is shown as an increase/decrease of expense on the Statement of Activities.	(27,978)	(23,941)
Certain expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:		
Pension expense	(139,601)	(204,207)
Employer contributions to IMRF	368,568	303,965
Change in net position of governmental activities (Statement B)	\$ 1,034,054	745,708

NOTES TO BASIC FINANCIAL STATEMENTS

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Hanover Township is an Illinois unit of local government. The Township operates under a Board of Trustees form of government, and provides the following services: general assistance, road maintenance, assessment of properties, general administrative services, services for youth and seniors, community health, emergency services and mental health.

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

A. *The Reporting Entity*

The Township follows the provisions of Governmental Accounting Standards Board Statement No. 39, "Determining Whether Certain Organizations Are Component Units – an amendment of Statement No. 14." As defined by generally accepted accounting principles established by GASB, the financial reporting entity consists of the primary government, as well as its component units, which are legally separate, tax-exempt entities and meet all of the following criteria:

1. The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents.
2. The primary government, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization.
3. The economic resources received or held by an individual organization that the specific primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to the primary government.

The Township, for financial purposes, includes all funds relevant to the operations of the Township. The accompanying financial statements present the Township's primary government over which the Township exercises significant influence. Significant influence or accountability is based primarily on operational or financial relationships with the Township. Based on the criteria above, the Township did not identify and report any component units for the year ended March 31, 2022.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

B. Financial Statement Presentation

Government-wide Financial Statements

The government-wide financial statements (i.e., The Statement of Net Position and Statement of Activities) report information on all of the non-fiduciary activities of the Township. The effect of inter-fund activity has been removed from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

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

Fund Financial Statements

Governmental activities of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures/expenses. All of the Township's funds are governmental. An emphasis is placed on major funds within the governmental category.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. The Township does not report any proprietary or fiduciary funds.

A fund is considered major if it is the primary operating fund of the Township or meets the following criteria:

- a. at least 10 percent of the corresponding total for all funds of total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at that category or type, and
- b. total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

B. Financial Statement Presentation – (Continued)

Fund Financial Statements – (Continued)

The funds reported by the Township are described below.

Governmental Funds Types – The focus of the governmental funds measurement (in the fund statements) is upon determination of financial position and changes in financial position rather than upon net income. The following is a description of the major governmental funds of the Township:

Town Fund – The Town Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The major Special Revenue Funds of the Township are:

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

Road Maintenance Fund – The Road Maintenance Fund is to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified road maintenance activity. Major sources of revenue include property taxes, replacement taxes, and permits and fees income.

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

General Assistance Fund – The General Assistance Fund is used to account for the proceeds of specific revenue sources related to local public aid for the Township's residents. Property taxes are the major source of revenue for the General Assistance Fund.

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

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

C. *Measurement Focus and Basis of Accounting*

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

In the fund financial statements, the current financial resources measurement focus and the modified accrual basis of accounting are used. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Expenditures are recorded when the related fund liability is incurred.

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

D. *Cash, Cash Equivalents, and Investments*

Cash Equivalents – The Township considers cash equivalents as cash on hand, demand deposits, money market accounts and short-term investments.

Investments – Statutes authorize the Township to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agency, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, and the Illinois Public Treasurer's Investment Pool. At March 31, 2022, the Township's investments are comprised solely of negotiable certificates of deposit that are stated at fair value.

E. *Prepaid Expenses*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements using the consumption method. Prepaid expenses are comprised primarily of health insurance premiums that were paid before March 31, 2022, while the service period extends beyond the fiscal year end.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

F. Capital Assets

Capital assets, which include property, plant and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. All capital assets are reported at historical cost, or estimated historical cost if actual is unavailable. Estimated historical cost was used to value the majority of the assets acquired prior to 2004. Donated capital assets are reported at acquisition value at the date of donation.

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

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of all exhaustible capital assets are recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

A capitalization threshold of \$5,000 is used to report capital assets. The range of estimated useful lives by type of asset is as follows:

Buildings	30 years
Building improvements	5-20 years
Vehicles	7-20 years
Infrastructure	7-20 years
Furniture and equipment	5-10 years

In the fund financial statements, capital assets acquired for use in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

G. Pensions

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions and pension expense, information about the fiduciary net position of IMRF and additions to/ deductions from the IMRF fiduciary net position have been determined on the same basis as they are reported by IMRF.

H. Compensated Absences

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

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

I. Interfund Transactions

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

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

J. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Township has one item that qualifies for reporting in this category:

1. The deferred outflows of resources related to changes in net pension liabilities result from differences between actuarially expected and actual experience, net differences between actuarially projected and actual earnings on plan investments, changes in actuarial assumptions, changes in proportion and differences between contributions and proportionate share of contributions, and timing differences.

In addition to liabilities, the Statement of Net Position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period and so will *not* be recognized as an inflow of resources (revenues) until that time. The Township has two items that qualify for reporting in this category:

1. The property taxes levied for subsequent years representing the portion of the 2021 tax levy not received within 60 days of year-end and, therefore, not recognized as revenues during the year ended March 31, 2022.
2. The deferred outflows of resources related to changes in net pension liabilities result from differences between actuarially expected and actual experience, net differences between actuarially projected and actual earnings on plan investments, changes in actuarial assumptions, changes in proportion and differences between contributions and proportionate share of contributions, and timing differences.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

K. Net Position Flow Assumption

Sometimes the Township will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

L. Fund Balance Flow Assumption

Sometimes the Township will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

M. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Township itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance). See Note 15 for further details regarding fund balances.

N. Estimates

The preparation of financial statements in conformity with the accrual basis of accounting requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

O. Comparative Data

Comparative data for the prior year has been presented in the individual fund financial statements and schedules in order to provide an understanding of the changes in the financial position and operations of these funds.

Certain reclassifications may have been made to prior year data to conform to the current-year presentation.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 2: PROPERTY TAXES

The property taxes attach as an enforceable lien on property as of January 1 and are payable in two installments on or about March 1 and October 1 subsequent to the year of the levy. The Township receives significant distributions of tax receipts approximately one month after the due dates. The billings are considered past due 30 days after the respective billing date at which time the applicable property is subject to lien and penalties and interest are assessed. The allowance for uncollectible taxes has been stated at 0.5% of the tax levy to reflect actual collection experience. Property tax receivable balances in the financial statements appear net of this allowance.

The 2021 tax levy, which attached as an enforceable lien on property as of January 1, 2022, has not been recorded as a receivable as of March 31, 2022 as the tax has not yet been levied by the Township and will not be levied until December 2022 and therefore, the levy is not measurable at March 31, 2022. A schedule of assessed valuations, rates, extensions and collections can be found in the statistical section of this report.

NOTE 3: PERSONAL PROPERTY REPLACEMENT TAXES

The Township receives Personal Property Replacement Tax, which represents an additional State of Illinois income tax on corporations (certain utilities), trusts, partnerships, and subchapter S corporations and a new tax on the invested capital of public utilities providing gas, communications, electrical and waste services.

Revenues are collected by the State of Illinois under the replacement tax and are allocated and paid by the State eight times a year. The replacement tax law provides that monies received should be first applied toward payment of the proportionate share of the pension or retirement obligation which were previously levied on personal property. Remaining allocations are made at the discretion of the Board of Trustees.

NOTE 4: DEPOSITS AND INVESTMENTS

Deposits

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

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 4: DEPOSITS AND INVESTMENTS – (Continued)

Deposits – (Continued)

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

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the Township's deposits may not be returned to it. The Township's investment policy requires pledging of collateral for all bank balances in excess of federal depository insurance, at an amount not less than 110% of the fair market value of the funds secured, with the collateral held by the Township, an independent third party, or the Federal Reserve Bank of Chicago. At March 31, 2022, the carrying amount of the Township's deposits (excluding negotiable certificates of deposit and cash on hand) was \$6,849,720 and the bank balance was \$6,954,875. At March 31, 2022, all of the Township's uninsured deposits were collateralized with securities held by the pledging financial institution in excess of 110% of the fair market value of the funds secured.

Investments

The following table presents maturities of the Township's investments as of March 31, 2022:

Investment Type	Fair Value	Investment Maturities in Years			
		Less than 1	1-5	6-10	Greater than 10
Negotiable CDs	\$ 802,288	802,288	-	-	-
Total	\$ 802,288	802,288	-	-	-

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

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

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

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 4: DEPOSITS AND INVESTMENTS – (Continued)

Investments – (Continued)

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

Fair value measurement is measured using the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of assets. Level 1 inputs are quoted prices in the active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. All of the Township's investments carried at fair value are valued using quoted market prices (Level 1 inputs).

NOTE 5: MOTOR FUEL TAX

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

NOTE 6: COMPENSATED ABSENCES

The compensated absences currently outstanding are as follows:

	Balance, April 1	Additions	Reductions	Balance, March 31	Amount Due in One Year
Compensated absences	\$ 451,758	315,690	287,712	479,736	182,300

Compensated absences are liquidated by the fund in which the liability is incurred. For the year ended March 31, 2022, the two funds with the largest portion of the liability are the General and Senior Citizens Services Funds.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 7: CAPITAL ASSETS

Capital assets are not capitalized in the funds used to acquire or construct them. A summary of changes in capital assets follows:

	April 1, 2021	Additions	Deletions	March 31, 2022
Capital Assets Not Being Depreciated:				
Land	\$ 2,569,232	-	-	2,569,232
Construction in progress	147,223	-	(147,223)	-
Total Capital Assets Not Being Depreciated	2,716,455	-	(147,223)	2,569,232
Capital Assets Being Depreciated:				
Buildings	5,722,786	-	-	5,722,786
Building improvements	2,698,873	1,551,412	-	4,250,285
Office furniture and equipment	1,283,169	-	-	1,283,169
Trucks and equipment	1,633,784	-	-	1,633,784
Buses	578,488	-	-	578,488
Infrastructure	2,452,469	-	-	2,452,469
Total Capital Assets Being Depreciated	14,369,569	1,551,412	-	15,920,981
Accumulated Depreciation:				
Buildings	(2,982,989)	(191,088)	-	(3,174,077)
Building improvements	(1,534,000)	(196,411)	-	(1,730,411)
Office furniture and equipment	(1,013,638)	(43,289)	-	(1,056,927)
Trucks and equipment	(948,271)	(128,445)	-	(1,076,716)
Buses	(341,418)	(45,837)	-	(387,255)
Infrastructure	(1,832,134)	(135,630)	-	(1,967,764)
Total Accumulated Depreciation	(8,652,450)	(740,700)	-	(9,393,150)
Total Capital Assets Being Depreciated, Net	5,717,119	810,712	-	6,527,831
Total Capital Assets, Net	\$ 8,433,574	810,712	(147,223)	9,097,063

Significant purchases for the year included the following:

Izaak Walton Reserve Improvements	\$ 688,253
Emergency Services Station	555,500
Senior Center Improvements	102,552
Building Improvements	57,883

Depreciation was charged to the following functions:

General Government	\$ 368,868
Road Maintenance	147,177
Mental Health	3,778
Senior Center	220,877
Total Depreciation	<u>\$ 740,700</u>

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 8: RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft or, damage to, and destruction of assets; errors and omissions; injuries to employees; natural disasters; and net income losses. The Township purchases commercial insurance to cover all risks. There have been no significant reductions in insurance coverage or settlement amounts exceeding insurance coverage for the current year or the three prior years.

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

Plan Description – The Township's defined benefit pension plan for regular employees provides retirement and disability benefits, post-retirement increases, and death benefits to plan members and beneficiaries. The Township's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund. The pension plan is an agent multiple-employer plan. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

Benefits Provided – IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date). All of the Township's employees participate in the regular plan.

All three IMRF benefit plans have two tiers. Employees hired before January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings in the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48.

Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – (Continued)

Benefits Provided – (Continued)

Employees hired on or after January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of services, credit plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- ½ of the increase in the Consumer Price Index of the original pension amount.

Employees Covered by Benefit Terms – As of December 31, 2021, the following Township employees were covered by the benefit terms:

Retirees and Beneficiaries	49
Inactive, Non-retired Members	85
Active Members	<u>69</u>
Total	<u>203</u>

Contributions – As set by statute, the Township's Regular Plan members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Township's annual contribution rate and actual Township contributions for calendar year 2021 and the fiscal year ended March 31, 2022 are summarized below. The Township also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Plan member required contribution rate	4.50%
Township required contribution rate for 2021	11.49%
Township required contribution rate for 2022	9.20%
Township actual contributions for 2021	\$ 383,588
Township actual contributions for fiscal year 2022	\$ 367,956

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – (Continued)

Net Pension Liability – The Township's net pension liability was measured as of December 31, 2021. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

At December 31, 2021, the Township had a net pension asset for the plan, determined as follows:

Total Pension Liability	\$ 12,063,078
Plan Fiduciary Net Position	<u>12,583,948</u>
Net Pension Asset	<u>\$ (520,870)</u>

Actuarial Assumptions - The following are the methods and assumptions used to determine total pension liability at December 31, 2021:

- The Actuarial Cost Method used was Entry Age Normal.
- The Asset Valuation Method used was Market Value of Assets.
- The Inflation Rate was assumed to be 2.25%.
- Salary Increases were expected to be 2.85% to 13.75%, including inflation.
- The Investment Rate of Return was assumed to be 7.25%.
- Projected Retirement Age was from the Experience-based Table of Rates, specific to the type of eligibility condition, last updated for the 2020 valuation according to an experience study from years 2017 to 2019.
- The IMRF-specific rates for Mortality (for non-disabled retirees) were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience.
- For Disabled Retirees, an IMRF-specific mortality table was used with fully generational projection scale MP-2020. The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives.
- For Active Members, an IMRF-specific mortality table was used with fully generational projection scale MP-2020. The IMRF-specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.
- The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table as of December 31, 2021

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – (Continued)

Actuarial Assumptions – (Continued)

<u>Asset Class</u>	<u>Portfolio Target Percentage</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	39%	1.90%
International Equity	15%	3.15%
Fixed Income	25%	(0.60)%
Real Estate	10%	3.30%
Alternative Investments	10%	1.70-5.50%
Cash Equivalents	1%	(0.90)%
Total	100%	

Single Discount Rate – A Single Discount Rate of 7.25% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

- The long-term expected rate of return on pension plan investments (during the period which the fiduciary net position is projected to be sufficient to pay benefits), and
- The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of the most recent valuation, the expected rate of return on plan investments is 7.25%, the municipal bond rate is 1.84%, and the resulting single discount rate is 7.25%.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – (Continued)

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (Asset) (A)-(B)
Balances at December 31, 2020	\$ 11,371,528	10,829,835	541,693
Changes for the Year:			
Service Cost	310,212	-	310,212
Interest on the Total Pension Liability	817,152	-	817,152
Changes of Benefit Terms	-	-	-
Differences Between Expected and Actual Experience of the Total Pension Liability	75,338	-	75,338
Changes of Assumptions	-	-	-
Contributions - Employer	-	383,588	(383,588)
Contributions - Employees	-	150,230	(150,230)
Net Investment Income	-	1,794,275	(1,794,275)
Benefit Payments, including Refunds of Employee Contributions	(511,152)	(511,152)	-
Other (Net Transfer)	-	(62,828)	62,828
Net Changes	691,550	1,754,113	(1,062,563)
Balances at December 31, 2021	\$ 12,063,078	12,583,948	(520,870)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the plan's net pension liability, calculated using a Single Discount Rate of 7.25%, as well as what the plan's net pension liability would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher:

	1% Decrease 6.25%	Current Discount Rate 7.25%	1% Increase 8.25%
Total Pension Liability	\$ 13,553,939	12,063,078	10,936,631
Plan Fiduciary Net Position	12,583,948	12,583,948	12,583,948
Net Pension Liability (Asset)	\$ 969,991	(520,870)	(1,647,317)

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 9: ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – (Continued)

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended March 31, 2022, the Township recognized pension expense of \$228,967. At March 31, 2022, the Township reported deferred outflows or resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 301,637	-
Net difference between projected and actual earnings on pension plan investments	-	1,317,109
Changes of assumptions	-	55,174
Total deferred amounts to be recognized in future periods	<u>\$ 301,637</u>	<u>1,372,283</u>
Employer contributions subsequent to the measurement date	<u>\$ 73,615</u>	<u>-</u>
Total	<u>\$ 375,252</u>	<u>1,372,283</u>

The amount reported as deferred outflows of resources related to pensions resulting from Township contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the reporting year ended March 31, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Year Ended December 31,	Net Deferred Outflow of Resources
2021	\$ (87,948)
2022	(460,299)
2023	(320,287)
2024	(202,112)
2025	-
Thereafter	-

NOTE 10: LEASES AND AGREEMENTS

In May 2013, the Township entered into a ten-year lease agreement for office space located at 1535 Burgundy Parkway, Streamwood, IL with the Mental Health Board (a related party). The lease requires an annual rental payment of \$10,000. The expense for the year ended March 31, 2022 was \$10,000.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 10: LEASES AND AGREEMENTS – (Continued)

The following is a schedule of future minimum lease payments required in the related party lease as of March 31, 2022:

Year Ended March 31,	Amount
2023	\$ 10,000

The Mental Health Board entered into annual non-exclusive license agreements with local mental health agencies operating at the resource center at 1535 Burgundy Parkway, Streamwood, IL. The primary purpose of the resource center is to make available a range of mental health services, at a single location, through a consortium of social agencies. Agency licensees take part in a network to promote a comprehensive approach to the betterment of each client along with other license agencies. Licensees are granted use of space and other resources for a monthly fee. The Township recognized revenues in the amount of \$7,800 under the license agreements during the year ended March 31, 2022.

NOTE 11: LEGAL DEBT MARGIN

Legal debt margin is the percent of the Township's assessed valuation which is subject to debt limitation. The statutory debt limitation for the Township is 2.875%. The Township's legal debt margin limitation is as follows for the period ended March 31, 2022:

Assessed valuation (2021)	<u>\$ 2,258,218,539</u>
Statutory debt limitation (2.875%)	\$ 64,923,783
Amount of debt applicable to debt limitation	<u>-</u>
Legal Debt Margin	<u>\$ 64,923,783</u>

NOTE 12: SUBSEQUENT EVENTS

Management evaluated subsequent events through September 20, 2022, the date the financial statements were available to be issued. No amounts were required to be recorded or disclosed in the financial statements as of March 31, 2022.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 13: INTERFUND ACTIVITY

Individual fund transfers are as follows:

	Transfers In	Transfers Out
General (Town)	\$ -	385,000
Senior Citizens Services	155,000	-
Road Maintenance	-	180,000
Capital Projects	320,000	-
Vehicle Replacement	90,000	-
Total	<u>\$ 565,000</u>	<u>565,000</u>

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

\$320,000 transferred from the General (Town) to the Capital Projects Fund and \$65,000 transferred from the General (Town) Fund to the Vehicle Replacement Fund was to use unrestricted revenues collected in the Town Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. \$155,000 was transferred from the Road Maintenance Fund to the Senior Citizens Services Fund to be spent on direct costs of senior citizen transportation programs. \$25,000 transferred from the Road Maintenance Fund to the Vehicle Replacement Fund was to be spent on direct costs of transportation

NOTE 14: OTHER POSTEMPLOYMENT BENEFITS

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

The Township had no former employees for which the Township was providing an explicit subsidy and no current employees with agreements for future explicit subsidies upon retirement. Therefore, the Township has not recorded any postemployment benefit liability as of March 31, 2022.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 15: FUND BALANCE – GASB 54 PRESENTATION

According to Government Accounting Standards, fund balances are to be classified into five major classifications: Non-spendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance. Following is a summary of how these balances are reported and definitions of the differences.

Fund	General Fund	Senior Citizens Services Fund	Road Maintenance Fund	Mental Health Fund	General Assistance Fund	Capital Projects Fund	Total Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable:								
Prepaid items	\$ 67,965	13,837	6,241	1,902	1,686	-	-	91,631
Restricted for:								
Senior Services	-	1,168,395	-	-	-	-	-	1,168,395
Road Maintenance	-	-	1,199,722	-	-	-	-	1,199,722
Mental health	-	-	-	1,263,380	-	-	-	1,263,380
General assistance	-	-	-	-	836,093	-	-	836,093
Municipal retirement	-	-	-	-	-	-	204,615	204,615
Total Restricted	-	1,168,395	1,199,722	1,263,380	836,093	-	204,615	4,672,205
Assigned to:								
Capital projects	-	-	-	-	-	-	410,099	410,099
Committee for Senior Services	-	-	-	-	-	-	71,700	71,700
Total Assigned	-	-	-	-	-	-	481,799	481,799
Unassigned	2,640,473	-	-	-	-	(94,640)	-	2,545,833
Total Fund Balances	\$ 2,708,438	1,182,232	1,205,963	1,265,282	837,779	(94,640)	686,414	7,791,468

A. *Non-spendable Fund Balance*

The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example inventories and prepaid amounts.

B. *Restricted Fund Balance*

The restricted fund balance classification refers to amounts that are subject to outside restrictions, not controlled by the entity. Restrictions may be imposed by creditors, grantors, contributors, or laws and regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. Debt Service and Special Revenue Funds are by definition restricted for these specified purposes. The Township has several revenue sources received within different funds that also fall into these categories.

HANOVER TOWNSHIP

Notes to Basic Financial Statements For the Year Ended March 31, 2022

NOTE 15: FUND BALANCE – GASB 54 PRESENTATION – (Continued)

C. Committed Fund Balance

The committed fund balance classification refers to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority (the Board). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of formal action it employed to previously commit those amounts.

D. Assigned Fund Balance

The assigned fund balance classification refers to amounts that are constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed. Intent may be expressed by the Board itself.

E. Unassigned Fund Balance

The unassigned fund balance classification is the residual classification for amounts in the General Fund for amounts that have not been restricted, committed, or assigned to specific purposes within the General Fund.

F. Expenditures of Fund Balance

Unless specifically identified, expenditures act to reduce restricted balances first, then committed balances, next assigned balances, and finally act to reduce unassigned balances. Expenditures for a specifically identified purpose will act to reduce the specific classification of fund balance that is identified.

REQUIRED SUPPLEMENTARY INFORMATION

**HANOVER TOWNSHIP
GENERAL (TOWN) FUND**

SCHEDULE A-1

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Revenues:				
Property taxes	\$ 4,057,317	4,117,204	59,887	3,981,711
Personal property replacement taxes	30,000	61,753	31,753	26,354
Interest income	25,000	4,821	(20,179)	21,919
Passport fees	100,000	195,658	95,658	73,904
Rental income	10,000	10,000	-	10,000
Youth commission	126,000	151,946	25,946	122,352
Miscellaneous	21,500	19,066	(2,434)	60,276
Total revenues	4,369,817	4,560,448	190,631	4,296,516
Expenditures:				
Administration:				
Postage	3,500	3,449	(51)	3,060
Office supplies	6,500	6,247	(253)	6,260
Printing	7,500	10,267	2,767	6,265
Salaries	433,000	437,091	4,091	394,557
Compensation of officials	78,800	79,018	218	79,018
Travel	5,000	913	(4,087)	-
Memberships, subscriptions, and publications	12,000	11,772	(228)	11,170
Pre-employment charges	1,000	486	(514)	22
Education and training	18,000	8,702	(9,298)	6,041
Miscellaneous	10,000	10,322	322	10,932
Consulting fees	10,000	1,800	(8,200)	6,750
Financial administration	65,000	64,800	(200)	64,800
Community affairs	5,000	5,501	501	2,419
Committee on youth	3,000	1,503	(1,497)	80
Passport services	10,000	20,349	10,349	8,679
Legal notices	1,000	1,127	127	502
Contingencies	50,000	17,064	(32,936)	92,348
Health insurance	50,650	40,591	(10,059)	47,733
Dental, vision, and life insurance	3,700	4,173	473	4,647
Unemployment	2,300	2,624	324	686
IMRF expense	24,430	19,166	(5,264)	12,721
FICA expense	13,340	11,643	(1,697)	10,632
Ancillary Benefits	13,150	12,993	(157)	12,534
Telephone	20,000	11,409	(8,591)	11,764
Utilities	19,000	23,021	4,021	17,998
Internet	4,500	12,378	7,878	4,213
Equipment rental	6,500	7,273	773	6,413
Auditing	12,550	12,550	-	12,328
Legal services	150,000	229,247	79,247	156,917

**HANOVER TOWNSHIP
GENERAL (TOWN) FUND**

**SCHEDULE A-1
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Administration - (Continued):				
Employee assistance program	\$ 2,600	1,944	(656)	3,542
General insurance	170,000	150,478	(19,522)	134,006
Flex plan and 457 plan	4,000	1,850	(2,150)	479
Employee recognition	5,000	3,801	(1,199)	4,130
Employee wellness	8,000	3,858	(4,142)	5,120
Capital outlay:				
Equipment	20,000	4,164	(15,836)	3,718
Computer equipment, software, and support	135,000	101,144	(33,856)	118,039
Facility lease	21,100	20,000	(1,100)	22,100
Total administration	1,405,120	1,354,718	(50,402)	1,282,623
Community and Veterans Affairs:				
Community relations:				
Salaries	138,000	131,401	(6,599)	127,145
Education and training	2,200	438	(1,762)	48
Printing	700	1,052	352	23
Postage	550	133	(417)	183
Equipment and furniture	2,600	3,674	1,074	2,444
Office supplies	1,300	1,512	212	951
Satellite office programs	2,000	-	(2,000)	378
Satellite office utilities	8,500	8,969	469	5,956
Satellite office phone and internet	5,000	2,756	(2,244)	3,228
Travel	2,000	2,111	111	146
Communications	48,600	45,329	(3,271)	36,385
Community service awards	2,200	376	(1,824)	1,218
Community affairs	5,000	4,881	(119)	1,065
Historical marker program	2,400	-	(2,400)	-
Dues and subscriptions	500	664	164	259
Community festivals	7,500	4,751	(2,749)	209
Health insurance	11,678	7,559	(4,119)	10,117
Dental, vision, and life insurance	1,222	1,378	156	1,530
Unemployment	800	913	113	196
IMRF expense	7,158	5,616	(1,542)	3,770
FICA expense	4,300	3,753	(547)	3,855
Social Media Archive	4,000	2,259	(1,741)	2,388
Miscellaneous	13,050	10,908	(2,142)	467

**HANOVER TOWNSHIP
GENERAL (TOWN) FUND**

**SCHEDULE A-1
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Community and Veterans Affairs - (Continued):				
Veterans Affairs:				
Salary	\$ -	-	-	13,996
Veterans Honor Roll	4,000	6,242	2,242	20
Travel	-	-	-	-
Veterans Program	-	-	-	-
Supplies	-	-	-	1,813
Training	-	-	-	150
Printing	-	-	-	-
Postage	-	-	-	3
Health insurance	-	-	-	3,364
Dental, vision, and life insurance	-	-	-	754
Unemployment	-	-	-	81
IMRF expense	-	-	-	921
FICA expense	-	-	-	943
Total community and veterans affairs	275,258	246,675	(28,583)	224,006
Emergency Services:				
Salaries	70,000	70,192	192	61,852
Equipment	33,000	37,228	4,228	35,672
Uniforms	8,500	4,849	(3,651)	9,475
Printing	500	1,830	1,330	231
Postage	200	28	(172)	20
Office supplies	1,500	334	(1,166)	1,388
Miscellaneous	1,000	746	(254)	(887)
Education and training	6,000	7,774	1,774	4,040
Pre-volunteer screening	1,500	941	(559)	1,263
Travel	1,000	3,138	2,138	570
Volunteer appreciation	4,000	7,528	3,528	6,284
Vehicle fuel and maintenance	12,500	34,320	21,820	15,681
Communications	25,000	22,865	(2,135)	22,619
Emergency ops center	100	-	(100)	-
Health insurance	13,365	10,711	(2,654)	11,507
Dental, vision, and life insurance	610	688	78	766

HANOVER TOWNSHIP
GENERAL (TOWN) FUND

SCHEDULE A-1
(Continued)

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Emergency Services - (Continued):				
Unemployment	\$ 290	331	41	95
IMRF expense	4,025	3,158	(867)	1,946
FICA expense	2,160	1,885	(275)	1,993
Total emergency services	185,250	208,546	23,296	174,515
Assessor's Office:				
Office supplies	3,210	3,862	652	3,812
Printing	620	1,022	402	309
Salaries	140,267	143,315	3,048	138,778
Equipment	3,150	1,625	(1,525)	670
Travel	1,534	114	(1,420)	244
Dues, subscriptions, and publications	2,695	1,340	(1,355)	2,320
Training	1,430	247	(1,183)	1,715
Miscellaneous	425	790	365	310
Professional services	250	395	145	-
Health insurance	38,806	31,099	(7,707)	25,263
Dental, vision, and life insurance	1,834	2,068	234	2,323
Unemployment	862	983	121	282
IMRF expense	8,058	6,322	(1,736)	4,206
FICA expense	5,365	4,682	(683)	4,298
Communications	500	1,083	583	-
Total assessor's office	209,006	198,947	(10,059)	184,530
Facilities and Maintenance:				
Salaries	322,000	315,957	(6,043)	348,304
Office supplies	400	210	(190)	487
Janitorial supplies	12,500	10,930	(1,570)	7,875
Housekeeping contract	-	-	-	20,857
Building contracts	18,000	14,853	(3,147)	9,592
Building maintenance - Town	5,000	6,553	1,553	4,570
Building maintenance - Senior	6,000	7,010	1,010	4,782
Building maintenance - Astor	2,000	2,017	17	1,786
Equipment maintenance - Town	4,000	2,970	(1,030)	2,457
Equipment maintenance - Senior	14,000	14,302	302	17,539
Equipment maintenance - Astor	1,200	1,496	296	3,384
Equipment rental	3,000	781	(2,219)	1,951
Education and training	1,500	1,197	(303)	841
Vehicle maintenance - Town	5,000	1,997	(3,003)	2,563
Vehicle fuel - Town	6,000	10,011	4,011	5,862

**HANOVER TOWNSHIP
GENERAL (TOWN) FUND**

**SCHEDULE A-1
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Facilities and Maintenance - (Continued):				
Seasonal projects assistance	\$ 36,000	12,487	(23,513)	25,926
Communications	4,000	3,253	(747)	2,513
Trash removal - Town	3,000	3,718	718	3,224
Trash removal - Senior	3,600	4,767	1,167	4,132
Trash removal - Astor	5,500	8,924	3,424	7,973
Grounds maintenance	13,000	11,879	(1,121)	10,059
Uniforms	1,500	1,586	86	1,555
Miscellaneous	1,000	2,962	1,962	11,326
Building maintenance - Izaak	3,000	1,915	(1,085)	5,030
Equipment maintenance - Izaak	2,000	2,019	19	1,194
Trash removal - Izaak	1,800	1,829	29	1,525
Dues and Subscriptions	300	565	265	-
Work Order Software	5,100	5,040	(60)	-
Health insurance	69,398	55,615	(13,783)	43,685
Dental, vision, and life insurance	4,125	4,652	527	3,642
Unemployment	1,939	2,212	273	458
IMRF expense	20,237	15,876	(4,361)	8,898
FICA expense	10,779	9,407	(1,372)	9,054
Total facilities and maintenance	586,878	538,990	(47,888)	573,044
Community Health:				
Salaries	206,000	189,338	(16,662)	186,928
Postage	300	19	(281)	26
Office supplies	1,250	679	(571)	760
Printing	2,000	684	(1,316)	203
Travel	2,000	989	(1,011)	344
Dues, subscriptions and publications	400	270	(130)	255
Community affairs	2,500	1,568	(932)	875
Furniture and computer equipment	2,500	1,313	(1,187)	1,103
Professional services	3,500	4,233	733	1,183
Miscellaneous	1,000	525	(475)	293
License and professional insurance	200	-	(200)	82
Medical supplies	10,000	8,501	(1,499)	6,991
Communications	1,000	1,467	467	141
Health insurance	19,800	15,868	(3,932)	16,772
Dental, vision, and life insurance	1,850	2,086	236	2,323
Unemployment	1,150	1,312	162	376
IMRF expense	11,800	9,257	(2,543)	6,222
FICA expense	6,300	5,498	(802)	6,354
Total community health	273,550	243,607	(29,943)	231,231

HANOVER TOWNSHIP
GENERAL (TOWN) FUND

SCHEDULE A-1
(Continued)

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Youth and Family Services:				
Administration and clinical:				
Salaries	\$ 475,000	455,403	(19,597)	448,798
Education and training	6,000	3,824	(2,176)	1,077
Consulting fees	3,600	900	(2,700)	-
Answering service	1,200	1,200	-	1,200
Printing	2,000	1,998	(2)	754
Postage	300	291	(9)	221
Books and journals	400	30	(370)	-
Equipment maintenance	2,600	2,116	(484)	2,569
Psychiatric backup	9,000	7,987	(1,013)	2,130
Office supplies	4,000	3,780	(220)	3,477
Community affairs	3,800	2,141	(1,659)	931
Recruitment and pre-employment	1,500	2,828	1,328	1,163
Miscellaneous	500	339	(161)	(115)
Travel	3,000	1,312	(1,688)	109
CIS maintenance	3,600	3,600	-	2,700
Equipment and furniture	3,000	1,961	(1,039)	2,149
Tutoring	27,500	19,469	(8,031)	16,551
Dues and subscriptions	500	500	-	729
Health insurance	52,000	41,672	(10,328)	47,899
Dental, vision, and life insurance	4,900	5,526	626	6,154
Unemployment	4,600	5,248	648	1,097
IMRF expense	27,000	21,182	(5,818)	15,085
FICA expense	15,250	13,309	(1,941)	13,124
Outreach and Prevention:				
Open gym program	8,000	1,146	(6,854)	1,452
Open gym salaries	130,000	44,251	(85,749)	65,232
Salaries	182,000	181,480	(520)	176,431
Education and training	2,000	1,264	(736)	373
Travel	3,000	3,785	785	216
Printing	1,000	1,109	109	270
Postage	-	-	-	50
Professional services	1,200	-	(1,200)	-
Program supplies	2,000	1,198	(802)	928
Telephone	3,000	2,365	(635)	2,639
Substance abuse prevention program	3,200	1,311	(1,889)	741
Transportation	500	172	(328)	-

**HANOVER TOWNSHIP
GENERAL (TOWN) FUND**

**SCHEDULE A-1
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Youth and Family Services - (Continued):				
Outreach and prevention - (Continued):				
Health insurance	\$ 32,000	27,445	(4,555)	32,500
Dental, vision, and life insurance	3,100	3,496	396	3,893
Unemployment	3,450	3,936	486	1,048
IMRF expense	13,000	10,199	(2,801)	8,411
FICA expense	9,500	8,291	(1,209)	9,137
Total Youth and Family Services	1,048,200	888,064	(160,136)	871,123
Total Expenditures	3,983,262	3,679,547	(303,715)	3,541,072
Excess (deficiency) of revenues over expenditures	386,555	880,901	494,346	755,444
Other Financing Sources (Uses):				
Transfers out	(385,000)	(385,000)	-	(1,480,000)
Total Other Financing Sources (Uses)	(385,000)	(385,000)	-	(1,480,000)
Net Change in Fund Balance	\$ 1,555	495,901	494,346	(724,556)
Fund Balance, Beginning of Year		2,212,537		2,937,093
Fund Balance, End of Year		2,708,438		2,212,537

**HANOVER TOWNSHIP
SENIOR CITIZENS SERVICES FUND**

SCHEDULE A-2

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Revenues:				
Property taxes	\$ 1,181,837	1,211,521	29,684	1,161,494
Program revenue	208,000	148,483	(59,517)	71,669
Intergovernmental	284,193	358,301	74,108	354,731
Interest income	5,000	2,324	(2,676)	6,570
Miscellaneous	104,000	67,481	(36,519)	35,415
Total revenues	1,783,030	1,788,110	5,080	1,629,879
Expenditures:				
Administration:				
Salaries	144,000	144,255	255	152,529
Recruitment	3,000	3,334	334	1,804
Telephone and internet	1,000	746	(254)	737
Equipment	12,000	12,704	704	10,700
Office supplies	8,000	6,346	(1,654)	6,389
Postage	4,000	1,348	(2,652)	2,145
Printing	5,000	5,268	268	2,888
Dues, subscriptions, and publications	4,000	2,853	(1,147)	2,022
Travel	1,000	12	(988)	-
Education and training	1,000	868	(132)	772
Custodial Services	15,000	-	-	-
Community affairs	1,400	1,354	(46)	893
Miscellaneous	1,000	894	(106)	1,021
Senior Home Care Pilot Program	56,000	29,997	(26,003)	-
Health insurance	36,788	29,482	(7,306)	26,763
Dental, vision, and life insurance	683	770	87	852
Unemployment	575	656	81	188
IMRF expense	8,223	6,451	(1,772)	4,268
FICA expense	4,380	3,823	(557)	3,916
Contingencies	5,000	-	(5,000)	-
Utilities	53,000	63,628	10,628	51,441
Total administration	365,049	314,789	(50,260)	269,328

**HANOVER TOWNSHIP
SENIOR CITIZENS SERVICES FUND**

**SCHEDULE A-2
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Programs:				
Satellite programming	\$ 1,000	200	(800)	-
Weekend programming	1,500	-	(1,500)	-
Programming	77,000	56,067	(20,933)	41,447
Volunteer services	16,000	14,960	(1,040)	17,052
Club 59 newsletter	13,000	9,627	(3,373)	8,426
Computer instruction	850	-	(850)	-
Visual arts	9,000	7,865	(1,135)	8,410
Out trip transportation	1,000	13,510	12,510	-
Program salaries	243,000	231,312	(11,688)	220,218
Program training	1,000	-	(1,000)	-
Program staff travel	500	340	(160)	-
Health insurance	61,830	16,316	(45,514)	17,782
Dental, vision, and unemployment	2,516	2,067	(449)	2,293
Unemployment	2,048	1,638	(410)	450
IMRF expense	12,200	6,309	(5,891)	5,366
FICA expense	7,411	4,900	(2,511)	4,592
Total programs	449,855	365,111	(84,744)	326,036
Services:				
Psychiatric services	750	137	(613)	483
Social services	1,000	12,371	11,371	2,396
Senior assistance	3,000	2,327	(673)	1,763
Salaries	184,000	186,517	2,517	176,268
Training	1,000	1,307	307	70
Travel	500	534	34	117
Recruitment	-	9,400	9,400	6,070
Senior health insurance program	5,000	-	(5,000)	-
Health insurance	20,360	49,550	29,190	52,774
Dental, vision, and life insurance	1,833	2,838	1,005	3,145
Unemployment	1,436	2,336	900	669
IMRF expense	8,042	9,571	1,529	6,406
FICA expense	5,614	6,468	854	5,995
Total services	232,535	283,356	50,821	256,156

**HANOVER TOWNSHIP
SENIOR CITIZENS SERVICES FUND**

**SCHEDULE A-2
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Nutrition:				
Congregate salaries	\$ 68,600	60,659	(7,941)	64,547
Congregate food	63,000	67,153	4,153	66,388
Congregate equipment	1,250	2,960	1,710	1,288
Congregate supplies	6,000	10,496	4,496	6,873
Travel	500	82	(418)	-
Training	500	149	(351)	195
Home delivered meals salaries	68,900	67,513	(1,387)	65,838
Home delivered meals food	80,000	102,407	22,407	97,967
Home delivered meals equipment	1,250	4,219	2,969	2,410
Home delivered meals supplies	6,200	8,140	1,940	6,879
Event catering	1,000	-	(1,000)	-
Health insurance	3,600	2,885	(715)	3,364
Dental, vision, and life insurance	611	689	78	747
Unemployment	1,436	1,638	202	469
IMRF expense	7,770	6,096	(1,674)	4,042
FICA expense	4,188	3,655	(533)	3,359
Total nutrition	314,805	338,741	23,936	324,366
Transportation:				
Alternative transportation	4,000	6,944	2,944	5,720
Vehicle maintenance	43,000	37,585	(5,415)	52,451
Salaries	375,000	341,933	(33,067)	351,979
Dispatch software	18,550	18,930	380	15,630
Telephone	5,500	5,353	(147)	5,626
Training	1,750	1,257	(493)	2,597
Fuel	24,000	34,955	10,955	22,745
Uniforms	1,000	6	(994)	1,084
Employee Screenings	2,500	1,917	(583)	-
Health insurance	81,952	65,676	(16,276)	71,146
Dental, vision, and life insurance	4,889	5,514	625	6,116
Unemployment	2,585	2,949	364	798
IMRF expense	19,983	15,677	(4,306)	10,524
FICA expense	11,076	9,667	(1,409)	8,971
Total transportation	595,785	548,363	(47,422)	555,387
Total Expenditures	1,958,029	1,850,360	(107,669)	1,731,273

**HANOVER TOWNSHIP
SENIOR CITIZENS SERVICES FUND**

**SCHEDULE A-2
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Excess (deficiency) of revenues over expenditures	\$ (174,999)	(62,250)	112,749	(101,394)
Other Financing Sources (Uses):				
Transfers in	155,000	155,000	-	155,000
Transfers out	-	-	-	(120,000)
Total Other Financing Sources (Uses)	155,000	155,000	-	35,000
Net Change in Fund Balance	\$ (19,999)	92,750	112,749	(66,394)
Fund Balance, Beginning of Year		1,089,482		1,155,876
Fund Balance, End of Year		1,182,232		1,089,482

**HANOVER TOWNSHIP
ROAD MAINTENANCE FUND**

SCHEDULE A-3

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Revenues:				
Property taxes	\$ 850,577	861,612	11,035	861,552
Personal property replacement taxes	25,000	50,594	25,594	32,135
Interest income	4,000	1,551	(2,449)	4,386
Miscellaneous	3,000	1,487	(1,513)	1,500
Total revenues	882,577	915,244	32,667	899,573
Expenditures:				
Road maintenance:				
Controlled substance test	1,500	695	(805)	818
Salaries	177,000	199,209	22,209	155,458
Operating supplies and materials	25,000	16,996	(8,004)	18,694
Gasoline	20,000	10,706	(9,294)	8,592
Engineering	90,000	59,720	(30,280)	5,970
Contract work	550,000	33,210	(516,790)	37,061
Street lighting	10,000	7,365	(2,635)	6,860
Signs, striping, and tree removal	12,500	11,232	(1,268)	12,692
Salt	80,000	61,410	(18,590)	40,677
Total road maintenance	966,000	400,543	(565,457)	286,822
Equipment:				
Machine rental	1,500	557	(943)	477
Equipment purchase	60,000	59,152	(848)	147,471
Maintenance vehicles and equipment	30,000	35,818	5,818	30,995
Total equipment	91,500	95,527	4,027	178,943
Bridge repair and maintenance	5,000	-	(5,000)	-
Buildings:				
Buildings and permanent improvement	25,000	4,319	(20,681)	-
Building maintenance	10,000	201	(9,799)	2,493
Total buildings	35,000	4,520	(30,480)	2,493

**HANOVER TOWNSHIP
ROAD MAINTENANCE FUND**

**SCHEDULE A-3
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Administration:				
Postage	\$ 1,000	23	(977)	61
Legal	20,000	10,642	(9,358)	29,746
Insurance	30,000	20,115	(9,885)	19,882
Telephone	1,000	80	(920)	-
Dues, subscriptions and publications	1,000	500	(500)	1,250
Travel	1,000	-	(1,000)	-
Printing	500	-	(500)	74
Training and conferences	1,000	399	(601)	327
Uniforms and safety equipment	1,500	929	(571)	1,166
Community affairs	2,500	2,280	(220)	507
Utilities	5,000	8,240	3,240	4,920
Miscellaneous	1,000	231	(769)	1,011
Recruitment	1,000	-	(1,000)	-
Service charges	-	1,066	1,066	930
Office supplies	500	110	(390)	-
Health insurance	18,176	14,566	(3,610)	15,866
Dental, vision and life insurance	1,375	1,551	176	1,758
Unemployment	2,100	2,396	296	588
IMRF expense	19,920	15,628	(4,292)	4,518
FICA expense	11,739	10,245	(1,494)	5,150
Total administration	120,310	89,001	(31,309)	87,754
Total Expenditures	1,217,810	589,591	(628,219)	556,012
Excess (deficiency) of revenues over expenditures	(335,233)	325,653	660,886	343,561
Other Financing Sources (Uses):				
Transfers Out	(180,000)	(180,000)	-	(180,000)
Total Other Financing Sources (Uses)	(180,000)	(180,000)	-	(180,000)
Net Change in Fund Balance	\$ (515,233)	145,653	660,886	163,561
Fund Balance, Beginning of Year		1,060,310		896,749
Fund Balance, End of Year		1,205,963		1,060,310

**HANOVER TOWNSHIP
MENTAL HEALTH FUND**

SCHEDULE A-4

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Revenues:				
Property taxes	\$ 1,292,877	1,313,473	20,596	1,277,782
Personal property replacement taxes	12,000	24,701	12,701	12,000
Interest income	4,000	1,672	(2,328)	4,736
Rental income	12,000	7,800	(4,200)	11,850
Miscellaneous	7,500	7,821	321	6,189
Total revenues	1,328,377	1,355,467	27,090	1,312,557
Expenditures:				
Service contracts by agency:				
AID case management	6,000	6,000	-	6,000
AID supportive employment	41,000	41,000	-	41,000
Alexian Brothers - outpatient psy	12,500	12,500	-	12,121
Boys and Girls Club	5,700	5,700	-	6,200
Bridge YFS Crisis Intervention	5,000	3,337	(1,663)	5,000
CAC CASI	20,000	20,000	-	20,000
CAC Family Support	10,000	10,001	1	10,000
CAC Safe from the Start	25,000	25,000	-	25,000
Capital Fund	124,800	90,000	(34,800)	36,899
Catholic Charities Caregivers	5,500	5,500	-	5,000
Center for Enriched Learning	-	-	-	3,000
CCC Domestic Violence Counsel	31,200	31,200	-	30,000
CCC Domestic Violence Shelter	32,400	32,400	-	30,000
CCC SA Counseling	15,900	15,900	-	15,000
Centro de Informacion	32,500	32,500	-	27,500
Challenge Grant Fund	60,000	58,900	(1,100)	20,000
Clearbrook Children's program	8,200	8,200	-	8,000
Clearbrook day services	8,000	8,000	-	7,500
Clearbrook Residential	8,400	8,400	-	9,835
Community Alternatives Unlimited	9,500	9,500	-	9,000
Contract support services	125,000	20,957	(104,043)	37,722
Little City In-Home Respite	5,900	5,900	-	2,000
Easter Seals Outpatient Rehab	75,000	75,000	-	66,750
Easter Seals Family Support	20,500	20,500	-	15,000
Easter Seals Nutrition Services	-	-	-	5,790
Maryville Academy Casa Salama	20,000	20,000	-	20,000
FSA Youth	42,700	42,700	-	40,000

**HANOVER TOWNSHIP
MENTAL HEALTH FUND**

SCHEDULE A-4

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual

(Continued)

For the Year Ended March 31, 2022

(With Comparative Figures for the Year Ended March 31, 2021)

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Service contracts by agency - (Continued):				
Fellowship Housing	\$ 5,000	5,000	-	2,500
Ecker Center/PEP	79,300	73,300	(6,000)	10,500
Ecker Therapy Services	90,600	90,600	-	88,000
Gigis Playhouse	15,000	15,000	-	15,000
HTSS Home Delivered Meals	12,000	12,000	-	11,000
Girl Scouts of Northern Illinois - Outreach	12,700	12,700	-	10,000
HTSS - senior mh	49,000	49,000	-	49,500
HTYFS Alt. to Suspension	25,000	25,000	-	25,000
HTYFS Interventionist	50,000	50,000	-	50,000
HTYFS Psychiatric Back-Up	9,000	5,687	(3,313)	3,810
Journeys Hope Center	3,000	2,030	(970)	2,500
Kenneth Young Center - SSAS	5,000	5,000	-	13,000
Leyden FS - detox/rehab	15,000	15,000	-	10,000
HTYFS Bilingual Therapist	25,000	25,000	-	25,000
Marklund	24,100	24,100	-	22,500
Mental Health Housing	90,000	-	(90,000)	-
Northwest CASA	9,000	9,001	1	7,893
Open Door Clinic	-	-	-	1,250
AID transportation	30,000	20,000	(10,000)	-
Shelter Inc Healthy Families	-	-	-	750
Summit Center	14,000	13,000	(1,000)	13,000
WINGS Transitional Center	6,600	6,300	(300)	2,400
PADS of Elgin	35,000	35,000	-	35,000
AARA	40,000	40,000	-	60,000
Staff Development Grant Fund	25,000	8,850	(16,150)	7,850
Tide Transportation	22,000	13,268	(8,732)	11,628
Total service contracts by agency	1,442,000	1,163,931	(278,069)	992,398
Administration:				
Hanover Township services	4,500	4,500	-	4,500
Legal	4,000	1,190	(2,810)	588
Training	750	218	(532)	-
Travel	1,000	-	(1,000)	-
Subscriptions and publications	150	-	(150)	-
Salaries	61,000	60,753	(247)	58,986
Office supplies	1,000	140	(860)	309
Postage	1,000	162	(838)	147
Equipment and database	3,500	1,436	(2,064)	700
Community relations	3,000	2,281	(719)	211

**HANOVER TOWNSHIP
MENTAL HEALTH FUND**

**SCHEDULE A-4
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Expenditures - (Continued):				
Administration - (Continued):				
Miscellaneous	\$ 500	-	(500)	-
Dues	1,500	3,612	2,112	-
Special events	1,000	719	(281)	-
Printing	1,500	574	(926)	260
Consultants	4,000	-	(4,000)	-
Health insurance	18,500	14,826	(3,674)	16,030
Dental, vision, and life insurance	500	564	64	879
Unemployment	350	399	49	121
IMRF expense	7,000	5,492	(1,508)	3,889
FICA expense	4,700	4,102	(598)	3,821
Total administration	119,450	100,968	(18,482)	90,441
Community Resource Center:				
Utilities	8,000	9,595	1,595	7,379
Janitorial	5,500	4,554	(946)	5,382
Rent	10,000	10,000	-	10,000
Telephone systems maintenance	1,000	-	(1,000)	-
Capital improvements	10,000	-	(10,000)	19,325
Building maintenance	5,000	2,195	(2,805)	2,865
Agency support services	10,000	2,645	(7,355)	2,917
Total Community Resource Center	49,500	28,989	(20,511)	47,868
Total Expenditures	1,610,950	1,293,888	(317,062)	1,130,707
Net Change in Fund Balance	\$ (282,573)	61,579	344,152	181,850
Fund Balance, Beginning of Year		1,209,603		1,027,753
Fund Balance, End of Year		1,271,182		1,209,603

**HANOVER TOWNSHIP
GENERAL ASSISTANCE FUND**

SCHEDULE A-5

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Revenues:				
Property taxes	\$ 430,959	449,167	18,208	425,585
Personal property replacement taxes	4,000	8,234	4,234	4,000
Intergovernmental	5,000	4,868	(132)	4,275
Interest income	1,500	1,053	(447)	2,977
Miscellaneous	16,000	15,227	(773)	20,528
Total revenues	457,459	478,549	21,090	457,365
Expenditures:				
Administration:				
Salaries	190,000	138,501	(51,499)	178,189
Office supplies	4,000	4,225	225	3,423
Equipment	4,000	4,887	887	2,849
Phone and internet	2,100	2,426	326	2,318
Travel and training	2,000	2,418	418	4,499
Postage	200	24	(176)	11
Printing	1,500	2,329	829	3,028
Dues and publications	500	455	(45)	320
Community affairs	1,000	908	(92)	323
Professional services	4,000	1,294	(2,706)	3,628
Volunteer appreciation	2,000	254	(1,746)	3,221
Miscellaneous	500	586	86	734
Health insurance	34,550	27,688	(6,862)	25,805
Dental, vision and life insurance	1,833	2,067	234	2,318
Unemployment	862	983	121	282
IMRF expense	10,775	8,453	(2,322)	5,720
FICA expense	5,750	5,018	(732)	5,856
Total administration	265,570	202,516	(63,054)	242,524
Pantry:				
Salaries	47,000	47,005	5	64,190
Utilities	8,500	11,536	3,036	8,396
Custodial Services	15,000	12,887	(2,113)	-
Health insurance	14,900	11,941	(2,959)	12,725
Dental, vision, and life insurance	611	689	78	678
Unemployment	287	327	40	98
IMRF expense	2,693	2,113	(580)	1,415
FICA expense	1,434	1,252	(182)	1,445
Total pantry	90,425	87,750	(2,675)	88,947

**HANOVER TOWNSHIP
GENERAL ASSISTANCE FUND**

**SCHEDULE A-5
(Continued)**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	Variance With Final Budget Over (Under)	Year Ended March 31, 2021
Home relief:				
Rent	\$ 100,000	38,708	(61,292)	51,860
Utilities	20,000	5,046	(14,954)	7,944
Personal essentials	18,000	8,913	(9,087)	10,462
Travel	8,000	2,589	(5,411)	2,522
Burial	1,500	-	(1,500)	-
Medical	25,000	-	(25,000)	-
Catastrophic insurance premium	3,500	3,175	(325)	3,175
Emergency assistance	105,000	41,351	(63,649)	88,557
Miscellaneous	100	-	(100)	-
Total home relief	281,100	99,782	(181,318)	164,520
Total Expenditures	637,095	390,048	(247,047)	495,991
Net Change in Fund Balance	<u>\$ (179,636)</u>	88,501	<u>268,137</u>	(38,626)
Fund Balance, Beginning of Year		749,278		787,904
Fund Balance, End of Year		<u>837,779</u>		<u>749,278</u>

HANOVER TOWNSHIP

SCHEDULE B-1

**Illinois Municipal Retirement Fund
Multi-year Schedule of Changes in Net Pension Liability and Related Ratios**

Calendar Year Ending December 31,	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Total Pension Liability										
Service Cost	\$ 310,212	287,739	298,948	280,866	315,610	325,505	310,457	347,401	-	-
Interest on the Total Pension Liability	817,152	767,355	669,066	631,579	605,509	563,944	522,203	467,444	-	-
Benefit Changes	-	-	-	-	-	-	-	-	-	-
Difference between Expected and Actual Experience	75,338	262,027	852,910	(25,522)	(8,135)	(69,502)	(25,587)	(86,141)	-	-
Assumption Changes	-	(144,524)	-	277,354	(268,697)	(11,127)	10,434	246,418	-	-
Benefit Payments and Refunds	(511,152)	(482,810)	(436,993)	(294,218)	(264,421)	(254,992)	(261,885)	(191,193)	-	-
Net Change in Total Pension Liability	691,550	689,787	1,383,951	870,059	379,866	553,828	555,622	783,929	-	-
Total Pension Liability - Beginning	11,371,528	10,681,741	9,297,790	8,427,731	8,047,865	7,494,037	6,938,415	6,154,486	-	-
Total Pension Liability - Ending	\$ 12,063,078	11,371,528	10,681,741	9,297,790	8,427,731	8,047,865	7,494,037	6,938,415	-	-
Plan Fiduciary Net Position										
Employer Contributions	\$ 383,588	287,540	243,585	275,455	295,280	314,918	313,656	311,833	-	-
Employee Contributions	150,230	150,457	199,766	143,653	136,846	140,815	137,914	137,626	-	-
Pension Plan Net Investment Income	1,794,275	1,332,313	1,377,454	(368,679)	1,168,658	437,086	31,852	352,872	-	-
Benefit Payments and Refunds	(511,152)	(482,810)	(436,993)	(294,218)	(264,421)	(254,992)	(261,885)	(191,193)	-	-
Other	(62,828)	62,994	182,397	36,908	(116,191)	(32,850)	(202,323)	8,852	-	-
Net Change in Plan Fiduciary Net Position	1,754,113	1,350,494	1,566,209	(206,881)	1,220,172	604,977	19,214	619,990	-	-
Plan Fiduciary Net Position - Beginning	10,829,835	9,479,341	7,913,132	8,120,013	6,899,841	6,294,864	6,275,650	5,655,660	-	-
Plan Fiduciary Net Position - Ending	\$ 12,583,948	10,829,835	9,479,341	7,913,132	8,120,013	6,899,841	6,294,864	6,275,650	-	-
Net Pension Liability (Asset)	\$ (520,870)	541,693	1,202,400	1,384,658	307,718	1,148,024	1,199,173	662,765	-	-
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	104.32%	95.24%	88.74%	85.11%	96.35%	85.74%	84.00%	90.45%	N/A	N/A
Covered Valuation Payroll	\$ 3,338,452	3,343,475	3,071,527	3,060,065	3,041,003	3,124,267	3,055,773	2,875,349	N/A	N/A
Net Pension Liability as a Percentage of the Covered Valuation Payroll	-15.60%	16.20%	39.15%	45.25%	10.12%	36.75%	39.24%	23.05%	N/A	N/A

Notes to Schedule:

This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

**Illinois Municipal Retirement Fund
Multi-year Schedule of Contributions**

Fiscal Year Ending	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Valuation Payroll	Actual Contribution as a % of Covered Valuation Payroll
3/31/2022	\$ 368,569	368,569	-	3,367,214	10.95%
3/31/2021	314,672	314,672	-	3,368,436	9.34%
3/31/2020	239,147	249,297	(10,150)	3,106,484	7.70%
3/31/2019	260,716	260,716	-	3,072,407	8.49%
3/31/2018	285,593	285,593	-	3,004,283	9.51%
12/31/2017 *	295,281	295,280	1	3,041,003	9.71%
12/31/2016	314,926	314,918	8	3,124,267	10.08%
12/31/2015	314,133	313,656	477	3,055,773	10.26%
12/31/2014	296,161	311,833	(15,672)	2,875,349	10.85%

* Prior to 3/31/2018, data is presented on the calendar year end

Notes to Schedule:

Valuation Date:

Notes Actuarially determined contribution rates are calculated as of December 31 each year, prior to 3/31/2018, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and Assumptions used to Determine 2021 Contribution Rate:

Actuarial Cost Method	Aggregate Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	Non-Taxing bodies: 10-year rolling period. Taxing bodies (Regular, SLEP, and ECO groups): 22-year closed period Early Retirement Incentive Plan liabilities: a period up to 10 years selected by the Employer upon adoption of ERI. Early Retirement Incentive Plan liabilities: a period up to 10 years selected by the Employer upon adoption of ERI. SLEP supplemental liabilities attributable to Public Act 94-712 were financed over 18 years for most employers (five employers were financed over 17 years; one employer was financed over 19 years; two employers were financed over 20 years; three employers were financed over 26 years; four employers were financed over 27 years and one employer was financed over 28 years).
Asset Valuation Method	5-Year smoothed market; 20% corridor
Wage Growth	3.25%
Price Inflation	2.50%
Salary Increases	3.35% to 14.25% including inflation
Investment Rate of Return	7.25%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2017 valuation pursuant to an experience study for the period 2014-2016.
Mortality	For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Other Information:

Notes There were no benefit changes during the year.

This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

HANOVER TOWNSHIP

Notes to Required Supplemental Information For the Year Ended March 31, 2022

NOTE 1: BUDGETARY BASIS OF ACCOUNTING

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

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

NOTE 2: BUDGETARY PROCEDURES

The Township adheres to the following procedures in establishing the budgetary data included in the financial statements:

- Within the first three months of its fiscal year, the Township Board prepares the proposed combined annual budget and appropriation ordinance for the fiscal year commencing April 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted and the proposed budget is available for inspection to obtain taxpayer comments.
- Prior to June 30, the budget is legally adopted through passage of a resolution. Prior to the last Tuesday in December, a tax levy resolution is filed with the County Clerk to obtain tax revenues.
- The Township Board may transfer up to 10% of the total appropriation between various items within any fund. If transfers of more than 10% of the of the total appropriations between various items within any fund by management need approval by the Board of Trustees, then the legal level of budgetary control is lower than the fund level.
- Formal Budgetary integration is employed as a management control device during the year.
- The 2021-2022 budget and appropriation ordinances were adopted by the Board on May 4, 2021.

HANOVER TOWNSHIP

Notes to Required Supplemental Information For the Year Ended March 31, 2022

NOTE 2: BUDGETARY PROCEDURES – (Continued)

Budgetary comparisons are provided below for each of the Township's major funds. All major funds operated within the confines of the approved budget for the year ended March 31, 2022:

Description	Budget	Actual	Variance	Percent Variance
General Town Fund	\$ 3,983,262	3,679,547	303,715	8%
Senior Citizens Services	1,958,029	1,850,360	107,669	5%
Road Maintenance	1,217,810	589,591	628,219	52%
Mental Health	1,610,950	1,293,888	317,062	20%
General Assistance	637,095	390,048	247,047	39%

OTHER INFORMATION

HANOVER TOWNSHIP
NONMAJOR GOVERNMENTAL FUNDS

SCHEDULE C-1

Combining Balance Sheet

March 31, 2022

(With Comparative Figures as of March 31, 2021)

	Special Revenue Funds			Capital Projects Funds	Total	
	Illinois Municipal Retirement Fund	Social Security Fund	Committee for Senior Citizen Services Fund	Vehicle Replacement Fund	Nonmajor Governmental Funds 2022	2021
Assets						
Cash and investments	\$ 132,550	87,915	71,700	410,099	702,264	511,848
Property taxes receivable	99,981	80,836	-	-	180,817	207,799
Total assets	\$ 232,531	168,751	71,700	410,099	883,081	719,647
Liabilities						
Payroll liabilities	\$ 10,116	8,889	-	-	19,005	18,161
Accounts payable	-	-	-	-	-	200
Total liabilities	10,116	8,889	-	-	19,005	18,361
Deferred Inflows of Resources						
Property taxes levied for subsequent years	98,237	79,425	-	-	177,662	184,253
Fund Balances						
Restricted	124,178	80,437	-	-	204,615	198,951
Assigned	-	-	71,700	410,099	481,799	318,082
Total fund balances	124,178	80,437	71,700	410,099	686,414	517,033
Total liabilities, deferred inflows of resources, and fund balances	\$ 232,531	168,751	71,700	410,099	883,081	719,647

HANOVER TOWNSHIP
NONMAJOR GOVERNMENTAL FUNDS

SCHEDULE C-2

Combining Schedule of Revenues, Expenditures and Changes in Fund Balance

For the Year Ended March 31, 2022

(With Comparative Figures for the Year Ended March 31, 2021)

	Special Revenue Funds				Capital Projects Funds		Total Nonmajor Governmental Funds
	Illinois Municipal Retirement Fund	Social Security Fund	Committee for Senior Citizen Services Fund	Vehicle Replacement Fund			
Revenues:							
Property taxes	\$ 203,735	165,740	-	-	369,475	357,807	
Contributions	-	-	63,838	-	63,838	-	
Investment income	243	157	1	567	968	9,085	
Miscellaneous	-	-	12,232	7,336	19,568	5,556	
Total revenues	203,978	165,897	76,071	7,903	453,849	372,448	
Expenditures:							
Current:							
General government	201,390	162,821	4,371	-	368,582	372,192	
Capital outlay	-	-	-	5,886	5,886	73,907	
Total expenditures	201,390	162,821	4,371	5,886	374,468	446,099	
Excess (deficiency) of revenues over (under) expenditures	2,588	3,076	71,700	2,017	79,381	(73,651)	
Other financing sources (uses):							
Transfers in	-	-	-	90,000	90,000	90,000	
Net change in fund balances	2,588	3,076	71,700	92,017	169,381	16,349	
Fund balances, beginning of year	121,590	77,361	-	318,082	517,033	500,684	
Fund balances, end of year	\$ 124,178	80,437	71,700	410,099	686,414	517,033	

**HANOVER TOWNSHIP
ILLINOIS MUNICIPAL RETIREMENT FUND**

SCHEDULE C-3

**Balance Sheet
March 31, 2022**

<u>Assets</u>	
Cash and investments	\$ 132,550
Property tax receivable (net)	99,981
Total assets	<u>\$ 232,531</u>
<u>Liabilities</u>	
Payroll liabilities	<u>\$ 10,116</u>
<u>Deferred Inflows of Resources</u>	
Property taxes levied for subsequent years	<u>98,237</u>
<u>Fund Balance</u>	
Restricted	<u>124,178</u>
Total fund balance	<u>124,178</u>
Total liabilities, deferred inflows of resources, and fund balance	<u>\$ 232,531</u>

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

SCHEDULE C-4

	Original and Final Budget	Year Ended March 31, 2022	2021
Revenues:			
Property taxes	\$ 200,891	203,735	198,170
Interest income	500	243	687
Total revenues	<u>201,391</u>	<u>203,978</u>	<u>198,857</u>
Expenditures:			
Illinois municipal retirement fund	<u>201,391</u>	<u>201,390</u>	<u>206,549</u>
Net Change in Fund Balance	<u>\$ -</u>	2,588	(7,692)
Fund Balance, Beginning of Year		<u>121,590</u>	<u>129,282</u>
Fund Balance, End of Year		<u>124,178</u>	<u>121,590</u>

**HANOVER TOWNSHIP
SOCIAL SECURITY FUND**

SCHEDULE C-5

**Balance Sheet
March 31, 2022**

<u>Assets</u>	
Cash and investments	\$ 87,915
Property tax receivable (net)	80,836
Total assets	<u>\$ 168,751</u>
<u>Liabilities</u>	
Payroll liabilities	\$ 8,889
<u>Deferred Inflows of Resources</u>	
Property taxes levied for subsequent years	79,425
<u>Fund Balance</u>	
Restricted	80,437
Total fund balance	80,437
Total liabilities, deferred inflows of resources, and fund balance	<u>\$ 168,751</u>

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

SCHEDULE C-6

	Original and Final Budget	Year Ended March 31,	
		2022	2021
Revenues:			
Property taxes	\$ 162,422	165,740	159,637
Interest income	400	157	443
Total revenues	<u>162,822</u>	<u>165,897</u>	<u>160,080</u>
Expenditures:			
Social security	<u>162,822</u>	<u>162,821</u>	<u>165,643</u>
Net Change in Fund Balance	<u>\$ -</u>	3,076	(5,563)
Fund Balance, Beginning of Year		<u>77,361</u>	<u>78,912</u>
Fund Balance, End of Year		<u>80,437</u>	<u>77,361</u>

**HANOVER TOWNSHIP
COMMITTEE FOR SENIOR CITIZENS SERVICES FUND**

SCHEDULE C-7

**Balance Sheet
March 31, 2022**

<u>Assets</u>	
Cash and investments	\$ 71,700
Total assets	<u>\$ 71,700</u>
<u>Liabilities</u>	
Accounts payable	\$ -
<u>Fund Balance</u>	
Assigned	<u>71,700</u>
Total fund balance	<u>71,700</u>
Total liabilities and fund balance	<u>\$ 71,700</u>

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31,	
		2022	2021
Revenues:			
Contributions	\$ -	63,838	-
Miscellaneous	6,500	12,232	-
Interest income	100	1	-
Total revenues	<u>6,600</u>	<u>76,071</u>	<u>-</u>
Expenditures:			
Senior citizen services	<u>21,600</u>	<u>4,371</u>	<u>-</u>
Net Change in Fund Balance	<u>\$ (15,000)</u>	71,700	-
Fund Balance, Beginning of Year		-	-
Fund Balance, End of Year		<u>71,700</u>	<u>-</u>

**HANOVER TOWNSHIP
VEHICLE REPLACEMENT FUND**

SCHEDULE C-9

**Balance Sheet
March 31, 2022**

	<u>Assets</u>	
Cash and investments		\$ 410,099
	<u>Liabilities</u>	
Accounts payable		\$ -
	<u>Fund Balance</u>	
Assigned		410,099
Total liabilities and fund balance		\$ 410,099

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual SCHEDULE C-10
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original and Final Budget	Year Ended March 31, 2022	2021
Revenues:			
Interest income	\$ 4,000	567	7,955
Bus fares & donations	6,000	7,336	5,556
Total revenues	10,000	7,903	13,511
Expenditures:			
Capital outlay	120,000	5,886	73,907
Excess (deficiency) of revenue over expenditures	(110,000)	2,017	(60,396)
Other Financing Sources (Uses)			
Transfers in	90,000	90,000	90,000
Total Other Financing Sources (Uses)	90,000	90,000	90,000
Net Change in Fund Balance	\$ (20,000)	92,017	29,604
Fund Balance, Beginning of Year		318,082	277,146
Fund Balance, End of Year		410,099	318,082

**HANOVER TOWNSHIP
CAPITAL PROJECTS FUND**

SCHEDULE D-1

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget & Actual
For the Year Ended March 31, 2022
(With Comparative Figures for the Year Ended March 31, 2021)**

	Original & Final Budget	Year Ended March 31,	
		2022	2021
Revenues:			
Intergovernmental	\$ 2,400,000	200,000	200,000
Total revenues	2,400,000	200,000	200,000
Expenditures:			
Capital projects	4,100,000	1,404,189	1,958,910
Total Expenditures	4,100,000	1,404,189	1,958,910
Excess (deficiency) of revenue over expenditures	(1,700,000)	(1,204,189)	(1,758,910)
Other Financing Sources (Uses)			
Loan proceeds	1,000,000	-	-
Transfers in	320,000	320,000	1,535,000
Total Other Financing Sources (Uses)	1,320,000	320,000	1,535,000
Net Change in Fund Balance	\$ (380,000)	(884,189)	(223,910)
Fund Balance, Beginning of Year		789,549	1,013,459
Fund Balance (deficit), End of Year		(94,640)	789,549

STATISTICAL SECTION

FINANCIAL TRENDS

HANOVER TOWNSHIP

Net Position by Component Last Ten Fiscal Years	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Governmental activities:										
Net investment in capital assets	\$ 9,097,063	8,433,574	7,066,056	7,491,622	8,021,596	8,475,175	8,014,537	8,109,980	8,289,515	7,926,393
Restricted net position	4,695,871	4,301,724	4,080,488	4,154,407	3,862,804	3,586,024	3,474,467	3,939,448	4,237,762	4,834,971
Unrestricted net position	2,139,700	2,163,282	3,006,328	2,696,048	2,213,185	2,230,849	2,583,962	3,420,170	3,519,818	3,422,291
Total governmental activities net position	<u>\$ 15,932,634</u>	<u>14,898,580</u>	<u>14,152,872</u>	<u>14,342,077</u>	<u>14,097,585</u>	<u>14,292,048</u>	<u>14,072,966</u>	<u>15,469,598</u>	<u>16,047,095</u>	<u>16,183,655</u>

HANOVER TOWNSHIP

Changes in Net Position Last Ten Fiscal Years

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Expenses:										
Governmental activities:										
Town/administration	\$ 3,496,877	3,515,592	3,591,872	3,484,594	3,421,876	3,719,525	3,037,861	3,215,384	2,634,442	2,629,673
Youth services	888,064	871,123	889,762	950,210	952,776	1,030,959	1,040,049	981,019	997,654	743,361
Community relations	227,266	199,106	237,417	227,149	244,552	236,826	234,461	227,708	248,210	90,688
Home relief	99,782	164,520	115,265	213,478	117,714	119,100	193,289	206,667	214,668	110,480
Road maintenance	636,721	566,848	1,082,577	564,061	839,800	366,785	966,389	1,000,223	551,346	453,594
Mental health	1,297,666	1,140,602	1,272,143	1,173,344	1,135,964	1,071,377	1,232,181	978,779	1,009,693	611,429
Senior center	2,071,237	1,964,839	2,079,493	1,855,746	1,912,311	1,396,310	2,028,082	1,789,715	1,681,954	1,468,928
Employment services	-	-	-	-	-	-	-	42,020	90,961	-
Total expenses	8,717,613	8,422,630	9,268,529	8,468,582	8,624,993	7,940,882	8,732,312	8,441,515	7,428,928	6,108,153

Program revenues:										
Governmental activities:										
Charges for services:										
Town/administration	205,658	83,904	171,852	166,367	156,763	148,837	111,195	79,671	82,421	60,980
Youth services	46,259	18,542	24,723	30,301	27,944	30,071	29,461	33,098	120,872	28,408
Mental health	7,800	11,850	13,820	11,600	11,700	11,800	12,000	11,400	10,110	11,500
Senior center	148,483	71,669	237,347	269,290	190,499	165,086	169,667	181,939	197,031	136,509
Operating grants and contrib.	438,081	425,870	399,359	345,914	289,768	259,188	213,128	203,306	-	99,869
Capital grants and contrib.	230,775	236,946	46,892	45,854	49,189	43,141	31,099	59,088	-	109,508
Total program revenues	1,077,056	848,781	893,993	869,326	725,863	658,123	566,550	568,502	410,434	446,774

Net (expense) / revenue	(7,640,557)	(7,573,849)	(8,374,536)	(7,599,256)	(7,899,130)	(7,282,759)	(8,165,762)	(7,873,013)	(7,018,494)	(5,661,379)
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General revenues and other changes

In net position:

Governmental activities:										
Taxes:										
Property	8,322,452	8,065,931	7,841,281	7,550,729	7,462,378	7,254,750	7,170,336	7,108,640	6,875,494	6,746,699
Personal property replacemer	145,282	74,489	72,566	60,958	60,348	64,971	66,824	66,144	66,445	55,745
Earnings on investments	12,389	49,673	148,829	107,676	37,178	17,471	14,841	16,616	18,873	18,102
Other income	194,488	129,464	122,655	124,385	144,763	164,649	109,545	104,116	77,253	324,348
Total general revenues	8,674,611	8,319,557	8,185,331	7,843,748	7,704,667	7,501,841	7,361,546	7,295,516	7,038,065	7,144,894
Change in net position	\$ 1,034,054	745,708	(189,205)	244,492	(194,463)	219,082	(804,216)	(577,497)	19,571	1,483,515

HANOVER TOWNSHIP

Fund Balances of Governmental Funds
Last Ten Fiscal Years

	2022	2021	2020	2019	2018	2017	2016**	2015	2014	2013
General Fund:										
Reserved	\$ -	-	-	-	-	-	-	-	-	-
Unreserved	-	-	-	-	-	-	-	-	-	-
Nonspendable	67,965	49,981	47,485	39,730	76,003	44,226	-	-	-	-
Restricted	-	-	-	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-	-	-	-
Unassigned	2,640,473	2,162,556	2,889,608	2,546,407	2,141,258	2,015,304	2,876,626	2,816,412	2,611,717	2,530,067
Total General Fund	\$ 2,708,438	2,212,537	2,937,093	2,586,137	2,217,261	2,059,530	2,876,626	2,816,412	2,611,717	2,530,067
All other governmental funds:										
Reserved	\$ -	-	-	-	-	-	-	-	-	-
Unreserved	-	-	-	-	-	-	-	-	-	-
Nonspendable	23,666	24,772	32,098	22,797	10,024	-	-	-	-	-
Restricted	4,672,205	4,277,002	4,048,390	4,131,610	3,852,780	3,571,347	3,474,467	3,939,448	4,237,762	4,633,120
Assigned	481,799	1,107,631	1,301,937	1,345,041	1,211,096	1,308,580	719,730	921,562	1,248,980	1,291,435
Unassigned	(94,640)	-	-	-	-	-	-	-	-	-
Total all other governmental funds	\$ 5,083,030	5,409,405	5,382,425	5,499,448	5,073,900	4,879,927	4,194,197	4,861,010	5,486,742	5,924,555

**GASB Statement No. 68 was implemented for the 2016 fiscal year.

HANOVER TOWNSHIP

Changes in Fund Balances Last Ten Fiscal Years

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Revenues:										
Taxes	\$ 8,467,734	8,140,420	7,913,847	7,611,687	7,522,726	7,319,721	7,237,160	7,174,784	6,941,939	6,808,787
Charges for services	408,200	185,965	447,742	477,558	386,906	437,438	403,277	387,963	338,135	237,397
Grants and contributions	668,856	662,816	446,251	391,768	338,957	220,684	163,272	180,539	295,299	209,377
Interest income	12,389	49,673	148,829	107,676	37,178	17,471	14,841	16,616	18,873	18,102
Miscellaneous	194,488	129,464	122,655	124,385	144,763	164,649	109,545	104,116	77,253	324,348
Total revenues	9,751,667	9,168,338	9,079,324	8,713,074	8,430,530	8,159,963	7,928,095	7,864,018	7,671,499	7,598,011
Expenditures:										
Town/administration	3,097,757	3,030,649	2,892,108	2,637,579	2,795,646	2,690,781	2,663,799	2,551,719	2,551,941	2,743,608
Youth services	888,064	871,123	921,023	944,685	960,745	1,027,257	1,035,023	980,582	1,000,458	789,540
Community relations	227,266	199,106	222,947	227,639	226,438	239,620	234,266	226,078	244,699	154,209
Home relief	99,782	164,520	115,552	215,678	118,956	119,100	193,289	206,667	214,668	201,053
Road maintenance	489,544	374,576	827,003	343,343	603,557	564,210	798,311	818,793	620,300	590,057
Mental health	1,293,888	1,136,607	1,268,381	1,169,349	1,132,156	1,080,189	1,226,644	975,658	1,005,347	1,016,734
Senior center	1,850,360	1,731,273	1,845,122	1,795,432	1,657,856	1,627,438	1,640,958	1,612,244	1,498,995	1,280,165
Nonmajor funds	-	-	-	-	-	-	-	42,020	90,961	-
Capital outlay	1,635,430	2,358,110	753,255	584,945	583,472	942,734	742,404	871,294	800,293	440,709
Total expenditures	9,582,091	9,865,964	8,845,391	7,918,650	8,078,826	8,291,329	8,534,694	8,285,055	8,027,662	7,216,075
Excess (deficiency) of revenues over (under) expenditures	169,576	(697,626)	233,933	794,424	351,704	(131,366)	(606,599)	(421,037)	(356,163)	381,936
Other financing sources (uses):										
Transfers in	565,000	1,780,000	550,000	602,000	370,000	1,465,000	640,000	660,000	726,208	976,958
Transfers out	(565,000)	(1,780,000)	(550,000)	(602,000)	(370,000)	(1,465,000)	(640,000)	(660,000)	(726,208)	(976,958)
Total other financing sources (uses)	-	-	-	-	-	-	-	-	-	-
Net change in fund balances	\$ 169,576	(697,626)	233,933	794,424	351,704	(131,366)	(606,599)	(421,037)	(356,163)	381,936

REVENUE CAPACITY

HANOVER TOWNSHIP

Assessed Value and Actual Value of Taxable Property Last Ten Fiscal Years

Levy Year	Total Taxable Assessed Value	Estimated Actual Taxable Value	Total Direct Tax Rate (1)
2021	N/A*	N/A*	N/A*
2020	2,258,218,539	6,774,655,617	0.3958
2019	2,268,205,300	6,804,615,900	0.4449
2018	1,967,914,991	5,903,744,973	0.4449
2017	2,014,457,752	6,043,373,256	0.4251
2016	2,002,214,061	6,006,642,183	0.4180
2015	1,719,228,781	5,157,686,343	0.4747
2014	1,775,681,535	5,327,044,605	0.4535
2013	1,750,808,883	5,252,426,649	0.4504
2012	2,065,428,552	6,196,285,656	0.3732
2011	2,265,103,457	6,795,310,371	0.3292

Data Source:

Office of the County Clerk

Note: Property tax in the Township is reassessed each year. Property is assessed at 33.33% of actual value.

* Not available. County Cook has not released 2021 tax extensions as of issuance of audit

(1) Tax rates are per \$100 of assessed value.

HANOVER TOWNSHIP

Assessed Valuations, Rates, Extensions and Collections

	Tax Year									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Assessed Valuations	N/A*	2,258,218,539	2,268,205,300	1,967,914,991	2,014,457,752	2,002,214,061	1,719,228,781	1,775,681,535	1,750,808,883	2,065,428,552
Tax Rates (per \$100 of EAV):										
Corporate Fund	-	0.1851	0.1785	0.1990	0.1880	0.1842	0.2129	0.1996	0.1991	0.1845
IMRF	-	0.0092	0.0089	0.0099	0.0094	0.0092	0.0106	0.0100	0.0099	0.0082
Social Security	-	0.0074	0.0072	0.0080	0.0076	0.0074	0.0085	0.0080	0.0080	0.0067
Senior Citizens Services	-	0.0539	0.0521	0.0583	0.0553	0.0542	0.0627	0.0589	0.0588	0.0488
General Assistance	-	0.0197	0.0182	0.0205	0.0198	0.0200	0.0230	0.0210	0.0205	0.0170
Mental Health	-	0.0590	0.0563	0.0622	0.0680	0.0570	0.0580	0.0610	0.0638	0.0500
Road and Bridge	-	0.0760	0.0746	0.0870	0.0860	0.0860	0.0980	0.0950	0.0803	0.0780
Total Direct Rate	-	0.4103	0.3958	0.4449	0.4251	0.4180	0.4747	0.4535	0.4504	0.3732
Total Tax Extensions:										
Totals	\$ 8,424,123	8,423,353	8,158,054	7,926,363	7,702,869	7,534,893	7,349,616	7,254,876	7,119,220	6,950,568
Tax Collections:										
Within Fiscal Year of Levy	\$ 4,215,920	4,058,668	4,017,876	3,835,052	3,877,027	3,595,246	3,793,923	3,560,964	2,982,980	3,419,758
Subsequent Years	-	4,106,532	4,036,107	4,008,774	3,762,094	3,867,932	3,486,407	3,618,242	4,041,692	3,457,338
Total	\$ 4,215,920	8,165,200	8,053,983	7,844,826	7,639,121	7,463,178	7,280,330	7,179,206	7,024,672	6,877,096
Percent Collected										
Within Fiscal Year of Levy	50.05%	48.18%	49.25%	48.38%	50.33%	47.71%	51.62%	49.08%	41.90%	49.20%
Subsequent Years	0.00%	48.75%	49.47%	50.59%	48.84%	51.33%	47.44%	49.87%	56.77%	49.74%
Total	50.05%	96.94%	98.72%	98.97%	99.17%	99.05%	99.06%	98.96%	98.68%	98.94%

Data Source:

Office of the County Clerk

* Not available. County Cook has not released 2021 tax extensions as of issuance of audit

HANOVER TOWNSHIP

Property Tax Rates - Direct and Overlapping Governments Last Ten Fiscal Years

Levy Year	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Overlapping Governments (2):										
Bartlett Fire Protection District	N/A	0.8278	0.8100	0.8630	0.6930	0.6780	0.7760	0.7340	0.6980	0.5800
Bartlett Park District	N/A	0.7153	0.7040	0.7680	0.7840	0.7660	0.8770	0.8240	0.7930	0.6600
Bartlett Public Library	N/A	0.3030	0.3030	0.3140	0.3120	0.3140	0.3400	0.3400	0.3310	0.2950
Community College District #509	N/A	0.5263	0.5440	0.6120	0.5620	0.5700	0.6540	0.6380	0.6380	0.5460
Cook County	N/A	0.4531	0.4540	0.4890	0.4960	0.5330	0.5520	0.5680	0.5600	0.5310
Metropolitan Water Reclamation Dist.	N/A	0.3776	0.3890	0.3960	0.4020	0.4060	0.4260	0.4300	0.4170	0.3700
Unit School Districts #46	N/A	6.5746	6.4390	7.1200	6.9320	6.8370	7.9470	7.6680	7.5800	6.5400
Village of Bartlett	N/A	1.1150	1.1050	1.2010	1.1530	1.1120	1.1300	1.1110	1.0670	0.9420
Total Overlapping Governments	N/A	10.8927	10.7480	11.7630	11.3340	11.2160	12.7020	12.3130	12.0840	10.4640
Hanover Township	N/A	0.4103	0.3958	0.4449	0.4251	0.4180	0.4747	0.4535	0.4504	0.3732
Totals (1)	N/A	11.3030	11.1438	12.2079	11.7591	11.6340	13.1767	12.7665	12.5344	10.8372

Data Source:

Office of the County Clerk

(1) Tax rates are expressed in dollars per \$100 of equalized assessed valuation.

(2) It should be noted that the boundaries of some of the overlapping governments listed only partially overlap the Township and, therefore, the totals shown above overstate the tax rates for individual taxpayers within the Township.

* Not available. County Cook has not released 2021 tax extensions as of issuance of audit

HANOVER TOWNSHIP

Principal Property Taxpayers Current and Nine Years Ago

Taxpayer	2021			2012		
	Taxable Assessed Value	Rank	Percentage of Total District Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total District Taxable Assessed Value
Walmart Stores	\$12,400,790	1	1.44%	\$4,797,341	1	0.55%
Property Valuation Services	11,749,296	2	1.37%	3,408,633	2	0.39%
Target Corp.	9,683,090	3	1.13%	3,313,499	3	0.38%
TA 10 Falcon Court	6,781,295	4	0.79%			
Streamwood Property Ho	6,577,383	5	0.77%	1,725,026	7	0.20%
Core Mr Wetview LLC	5,828,130	6	0.68%			
Streamwood Loczko	4,486,293	7	0.52%			
IRC Woodland Heights	3,708,825	8	0.43%	2,582,134	5	0.30%
Ace Coffee Bar, Inc	2,974,379	9	0.35%			
Randolph Packing Co.	2,847,007	10	0.35%			
Bradley Real Estate		N/A		3,220,493	4	0.37%
Heidner Property Management		N/A		2,096,638	6	0.24%
Sutton Park Developers				1,224,759	8	0.14%
Kamin Realty Company				1,151,999	9	0.13%
Stag Capital Partners		N/A		835,270	10	0.13%
Total	\$ 67,036,488		7.83%	\$ 24,355,792		2.83%

Data Source:

Assessor's Office and Village of Streamwood

(1) The figures above are totals of parcels with equalized assessed valuations of \$700,000 and over as recorded in the County Assessor's Office. They were compiled from a meticulous page by page search of such records. It is possible, however, that certain parcels may have been overlooked.

(2) 2020 Equalized Assessed Valuation of the District is \$2,258,218,539

DEBT CAPACITY

HANOVER TOWNSHIP

Ratios of Outstanding Debt by Type Last Ten Fiscal Years

Fiscal Year	General Obligation Bonds	Deferred Issuance Premium	Installment Contract	Capital Appreciation Bonds	Total Primary Government	Percentage of Personal Income (1)	Per Capita (1)
2022	\$ -	-	-	-	-	0.00%	-
2021	-	-	-	-	-	0.00%	-
2020	-	-	-	-	-	0.00%	-
2019	-	-	-	-	-	0.00%	-
2018	-	-	-	-	-	0.00%	-
2017	-	-	-	-	-	0.00%	-
2016	-	-	-	-	-	0.00%	-
2015	-	-	-	-	-	0.00%	-
2014	-	-	-	-	-	0.00%	-
2013	-	-	-	-	-	0.00%	-

Note: Details regarding the Township's outstanding debt can be found in the notes to the financial statements.

(1) Personal income and population data can be found in the Schedule of Demographic and Economic Statistics.

HANOVER TOWNSHIP

Direct and Overlapping General Obligation Bonded Debt For the Year Ended March 31, 2021

Overlapping Agencies	Outstanding Obligations	Applicable to District	
		(1) Percent	(2) Amount
Cook County	\$ 3,240,401,750	0.57%	\$ 18,470,290
Cook County Forest Preserve	137,141,554	0.57%	781,707
Metropolitan Water Reclamation District	2,725,335	0.58%	15,807
Bartlett Park District	18,995,000	0.08%	15,196
Schaumburg Park District	12,447,675	0.59%	73,441
Hanover Park District	6,265,305	6.94%	434,812
Streamwood Park District	4,130,000	100.00%	4,130,000
Schaumburg Township District Public Library	-	0.47%	-
Poplar Creek Public Library District	12,496,875	73.00%	9,122,719
Gail Borden Public Library District	2,620,000	10.42%	273,004
Palatine Township High School #211	-	0.29%	-
Elgin Community College #509	160,968,576	6.83%	10,994,154
School District #46	218,313,642	15.08%	32,921,697
School District #54	-	0.46%	-
Total Overlapping General Obligation Bonded Debt	3,816,505,712		77,232,825
Hanover Township	-	100.000%	-
Total Direct and Overlapping General Obligation Bonded Debt	\$ 3,816,505,712		\$ 77,232,825

Data Source:

Village of Streamwood

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

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

HANOVER TOWNSHIP

Legal Debt Margin Information Last Ten Fiscal Years

Legal Debt Margin Calculation												
Assessed value (2020)	\$	2,258,218,539										
Debt limit (2.875% of assessed value)		64,923,783										
Debt applicable to limit		-										
Legal debt margin	\$	64,923,783										
			2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Debt limit			N/A*	\$ 64,923,783	65,210,902	56,577,556	57,915,660	57,563,654	49,427,827	51,050,844	50,335,755	59,381,071
Total net debt applicable to limit			-	-	-	-	-	-	-	-	-	-
Legal debt margin			N/A*	\$ 64,923,783	64,923,783	56,577,556	57,915,660	57,563,654	49,427,827	51,050,844	50,335,755	59,381,071
Total net debt applicable to the limit as a percentage of debt limit			N/A*	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%

* Not available. County Cook has not released 2021 tax extensions as of issuance of audit and therefore the debt limit cannot be calculated.

DEMOGRAPHIC AND ECONOMIC DATA

HANOVER TOWNSHIP

Demographic and Economic Statistics Last Ten Fiscal Years

Fiscal Year	Population	Personal Income	Per Capita Personal Income	Unemployment Rate
2022	100,196	3,319,451,088	33,164	5.40%
2021	100,196	3,373,530,005	34,115	8.90%
2020	98,887	3,398,638,645	34,115	5.10%
2019	99,623	3,034,616,203	30,461	5.30%
2018	99,623	3,034,616,203	30,461	5.00%
2017	100,495	3,056,856,910	30,418	5.80%
2016	100,597	3,049,396,861	30,313	5.30%
2015	101,304	2,867,705,131	28,308	5.70%
2014	100,878	2,984,374,752	29,584	6.60%
2013	100,603	2,962,154,732	29,444	6.70%
2012	99,538	2,687,326,924	26,998	9.30%

N/A - Information not yet available

Data Source:

U.S. Census Bureau and Department of Labor Statistics and American Community Survey

HANOVER TOWNSHIP

Principal Employers Current and Nine Years Ago

Employer	Product/Service	2021			2012		
		Number of Persons Employed	Rank	Percentage of Total Employment	Number of Persons Employed	Rank	Percentage of Total Employment
Fresh Express	Food Processing	700	1	3.21%			
Streamwood Behavioral Health Ctr.	Medical	400	2	1.83%	235	2	6.33%
Super Target Stores, Inc.	Retailer	310	3	1.42%	210	5	4.75%
Wal-Mart Stores, Inc.	Retailer	275	4	1.26%	250	1	4.59%
Bob Loquerion Autogroup	Car Sales	265	5	1.21%			
Streamwood High School	Education	220	6	1.01%	230	4	3.60%
Village of Streamwood	Government	196	6	0.90%	178	7	2.78%
Lexington Health Care	Nursing Home	160	8	0.73%	165	9	
Jewel Osco	Retailer	115	9	0.53%			
Rose Paving	Contractor	100	10	0.46%			
Sam's Warehouse Club	Wholesaler				231	3	3.18%
US Post Office	Government				200	6	4.75%
Consolidated Carqueville Printing	Printing				170	8	2.37%
Awana Club International	Christian Ministry				160	10	3.40%
Total		2,741		12.55%	2,029		35.75%

Data Source:

Village of Streamwood

OPERATING INFORMATION

HANOVER TOWNSHIP

Full-time Equivalent Township Employees by Type Last Ten Fiscal Years

Function/Program	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
General Government										
Administrative services	6.50	6.50	5.50	5.30	5.50	5.50	5.50	5.50	5.50	4.20
Assessor's office	2.55	2.55	2.55	2.75	2.75	2.75	2.75	2.75	2.75	2.60
Clerk's office	-	-	-	-	-	-	-	-	-	1.50
Community health	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.40
Emergency services	1.00	1.00	1.00	0.80	0.80	0.80	0.80	0.80	0.80	0.80
Facilities and road maintenance	10.50	7.50	7.50	7.50	7.50	5.00	5.00	5.00	6.00	5.00
Highway department	-	-	-	-	-	3.00	3.00	3.00	3.00	3.00
Mental health board	1.00	1.00	1.00	0.80	0.80	0.80	1.00	1.00	1.00	1.00
Aging services	25.70	23.40	22.70	22.40	21.90	22.30	22.55	21.15	21.15	17.90
Community and veterans affairs	2.00	2.80	2.80	3.00	2.60	2.60	2.60	2.60	2.25	2.48
Human services	3.00	3.80	3.80	2.80	3.00	3.00	3.50	3.50	7.25	4.75
Youth and family services	17.80	17.80	17.80	17.80	17.70	18.20	18.20	18.20	18.90	16.40
Total	73.55	69.85	68.15	66.65	66.05	67.45	68.40	67.00	72.10	63.03

Data Source:
Township budget

HANOVER TOWNSHIP

Operating Indicators Last Ten Fiscal Years

	2022	2021*	2020	2019	2018	2017	2016	2015	2014	2013
General Government										
Assessors Office										
Administration										
Office Visits	2,125	2,104	5,909	4,829	5,060	6,179	4,708	4,380	4,485	4,158
Building Permits Processed	4,857	5,511	8,352	5,457	5,574	5,389	5,418	4,525	4,316	4,144
Sales Recording	3,211	2,538	2,901	1,282	N/A	N/A	N/A	N/A	N/A	N/A
Change of Name	52	23	125	98	97	168	177	148	158	153
Property Tax Appeals	487	776	1,375	813	1,238	2,001	983	814	1,227	831
Certificate of Errors	549	686	1,842	742	1,025	945	779	501	400	680
Property Location Updates	2	4	33	5	17	9	18	23	12	388
New Owner Mailings	1,769	1,524	2,184	1,136	N/A	N/A	N/A	N/A	N/A	N/A
Exemptions										
Home Owner Exemptions	196	305	573	331	389	343	272	88	87	83
Senior Home Owner Exemptions	170	192	617	805	846	939	869	534	445	452
Senior Freeze Exemptions	239	298	1,118	1,065	1,112	825	896	739	711	981
Miscellaneous Exemptions	47	25	54	36	37	63	335	234	242	229
Disabled Veteran Exemptions	27	67	126	111	N/A	N/A	N/A	N/A	N/A	N/A
Disabled Person Exemptions	36	70	285	196	N/A	N/A	N/A	N/A	N/A	N/A
Foreclosures	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Town Office										
Passports	4,074	1,459	4,325	4,870	5,786	6,043	4,099	2,648	2,265	1,964
Photo Fees	40,800	15,960	35,250	35,950	39,000	21,935	15,105	9,611	6,780	6,780
Fee deposits	157,195	53,550	119,785	122,150	103,960	120,000	83,800	59,800	54,099	56,258
Cook County Vehicle Stickers	N/A	N/A	5	299	258	255	259	414	247	212
Fishing/Hunting Licenses	57	44	62	85	80	88	69	91	108	138

Data Source:

Township budget

N/A - Information not available. Table will be updated prospectively.

* The coronavirus pandemic that began in March 2020 has resulted in reduced numbers in the operating data



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TAWNYA R. MACK, CPA
LAURI POPE, CPA

CATE MOULTON, CPA
CHRIS CHRISTENSEN

CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Trustees
Hanover Township
Bartlett, Illinois

In planning and performing our audit of the financial statements of Hanover Township, for the year ended March 31, 2022, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated September 20, 2022, on the financial statements of Hanover Township.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Very truly yours,

Mack & Associates, P.C.

Mack & Associates, P.C.
Certified Public Accountants

Morris, Illinois
September 20, 2022

1. **Comment: Significant Audit Adjustments**

Audit procedures identified the following items requiring significant audit adjustments as of March 31, 2022:

- *Accounts Receivable* – Audit adjustments were required to properly state accounts receivable for the OSLAD grant receivable.
- *Property Tax Receivable and Deferred Property Taxes* – Audit adjustments were required to properly state property tax receivable and deferred property taxes at March 31, 2022. Management should prepare and record the entry to record these balances at year end.

Recommendation:

Management should prepare and record all year-end closing entries. In addition, year-end closing entries should then be reviewed by an individual independent of its preparation.

2. **Comment: Bank Reconciliations**

During the audit, we noted a number of old outstanding checks on the bank reconciliation. We also noted immaterial cash balances on the trial balance for closed bank accounts.

Recommendation:

Management should review bank reconciliation for stale checks and consider reissuing them or turning the funds over to the State. Management should correct any outstanding cash amounts on the trial balance that do not correspond to an active bank account.



CERTIFIED PUBLIC ACCOUNTANTS

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CHRIS CHRISTENSEN

September 20, 2022

To the Board of Trustees of
Hanover Township
Bartlett, Illinois

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Hanover Township for the year ended March 31, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 7, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Hanover Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2022. We noted no transactions entered into by Hanover Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Township's financial statements were:

Management's estimate of the net pension liability related to IMRF is based on an actuarial report obtained directly from IMRF. We evaluated the key factors and assumptions used to develop the net pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the compensated absence liability related to unused time off balances is based on compensated absence reports provided by management. We evaluated the key factors and assumptions used to develop the compensated absence liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the depreciation is based on capital asset basis and depreciation methods. We evaluated the key factors and assumptions used to develop the depreciation in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of the summary of significant accounting policies in Note 1 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The attached schedule of misstatements detected as a result of our audit procedures were corrected by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 20, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Hanover Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Hanover Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Budgetary Comparison and Pension Schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on combining statements and individual fund statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on other supplementary schedules, introductory section and statistical data, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the Board of Trustees and management of Hanover Township and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Mack & Associates, P. C.

Mack & Associates, P.C.
Certified Public Accountants

HANOVER TOWNSHIP
Journal Entry
03/31/2022

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
AJE-01					
To adjust property taxes					
10-01500	Property Taxes Receivable		0.00	252,883.00	
10-02070	Deferred Property Tax Revenue		279,891.00	0.00	
10-01510	Allowance for Uncollectibles		1,264.00	0.00	
10-13000	Property Taxes		0.00	28,272.00	
11-01500	Property Taxes Receivable		0.00	75,195.00	
11-02070	Deferred Property Tax Revenue		83,613.00	0.00	
11-01510	Allowance for Uncollectibles		376.00	0.00	
11-03000	Property Taxes		0.00	8,794.00	
20-01500	Property Taxes Receivable		0.00	32,893.00	
20-02070	Deferred Property Tax Revenue		39,508.00	0.00	
20-01510	Allowance for Uncollectibles		164.00	0.00	
20-23000	Property Taxes		0.00	6,779.00	
30-01500	Property Tax Receivable		0.00	50,993.00	
30-02070	Deferred Property Tax Revenue		38,089.00	0.00	
30-01510	Allowance for Uncollectibles		255.00	0.00	
30-33000	Property Taxes		12,649.00	0.00	
60-01500	Property Tax Receivable		0.00	12,782.00	
60-02070	Deferred Property Tax Revenue		14,236.00	0.00	
60-01510	Allowance for Uncollectibles		0.00	2,138.00	
60-63000	Property Taxes		684.00	0.00	
65-01500	Property Tax Receivable		0.00	10,334.00	
65-02070	Deferred Property Tax Revenue		11,323.00	0.00	
65-01510	Allowance for Uncollectibles		0.00	1,728.00	
65-63000	Property Taxes		739.00	0.00	
50-01500	Property Tax Receivable		0.00	82,815.00	
50-02070	Deferred Property Tax Revenue		91,040.00	0.00	
50-01510	Allowance for Uncollectibles		206.00	0.00	
50-53000	Property Taxes		0.00	8,431.00	
Total			574,037.00	574,037.00	38,204.00
AJE-02					
To reclass prior year adjustment					
99-01458	Chase - CK #8736		11,609.00	0.00	
30-01501	Replacement Tax Receivable		0.00	11,609.00	
10-01020	Cash Between Funds		0.00	2,824.00	
10-13250	Interest Income		2,824.00	0.00	
Total			14,433.00	14,433.00	-2,824.00
AJE-03					
To reclass contribution					
40-41000	Contributions		0.00	63,838.00	
40-02900	40 - Beg. Fund Balance		63,838.00	0.00	
Total			63,838.00	63,838.00	63,838.00
AJE-04					
To reclass accounts payable					
11-02000	Accounts Payable		4,215.00	0.00	
50-02000	Accounts Payable		0.00	24,048.00	
30-02000	Accounts Payable		11,547.00	0.00	
70-02000	Accounts Payable		200.00	0.00	
80-02000	Accounts Payable		105,144.00	0.00	

HANOVER TOWNSHIP
Journal Entry
03/31/2022

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
99-02000	Accounts Payable		108,753.00	0.00	
20-02000	Accounts Payable		3,069.00	0.00	
10-02000	Accounts Payable		0.00	208,880.00	
Total			232,928.00	232,928.00	0.00
AJE-05					
To reverse prior AR					
80-01520	Grant Receivable		0.00	200,000.00	
80-83445	Grant		200,000.00	0.00	
Total			200,000.00	200,000.00	-200,000.00
AJE-06					
To reclass prepaid expense					
10-01650	Prepaid Expense		0.00	820.00	
11-01520	Prepaid Expense		0.00	2,351.00	
20-01650	Prepaid Expense		0.00	3,412.00	
30-01650	Prepaid Insurance		176.00	0.00	
50-01650	Prepaid Insurance		176.00	0.00	
10-02000	Accounts Payable		6,231.00	0.00	
Total			6,583.00	6,583.00	0.00
AJE-07					
To reclass fund balance					
10-02900	10 - Beg. Fund Balance		724,556.00	0.00	
11-02900	11 - Beg. Fund Balance		66,394.00	0.00	
20-02900	20 - Beg. Fund Balance		38,626.00	0.00	
30-02900	30 - Beg. Fund Balance		0.00	163,561.00	
60-02900	60 - Beg. Fund Balance		7,692.00	0.00	
65-02900	65 - Beg. Fund Balance		5,563.00	0.00	
70-02900	70 - Beg. Fund Balance		0.00	29,604.00	
99-03900	Retained Earnings		0.00	697,623.00	
50-02900	50 - Beg. Fund Balance		0.00	175,950.00	
80-02900	80 - Beg. Fund Balance		223,910.00	0.00	
10-13250	Interest Income		0.00	3.00	
Total			1,066,741.00	1,066,741.00	3.00
AJE-08					
To balance funds					
11-01120	Cash Between Funds		171,380.00	0.00	
20-02020	Cash Between Funds		192,195.00	0.00	
30-03020	Cash Between Funds		188,500.00	0.00	
40-04020	Cash Between Funds		71,700.00	0.00	
50-05020	Cash Between Funds		143,658.00	0.00	
60-06020	Cash Between Funds		13,271.00	0.00	
65-06520	Cash Between Funds		13,628.00	0.00	
70-07020	Cash Between Funds		91,817.00	0.00	
80-08020	Cash Between Funds		0.00	989,333.00	
10-01020	Cash Between Funds		103,184.00	0.00	
20-02020	Cash Between Funds		0.00	74,863.00	
10-01020	Cash Between Funds		74,863.00	0.00	
20-02020	Cash Between Funds		0.00	12,887.00	
10-01020	Cash Between Funds		12,887.00	0.00	
Total			1,077,083.00	1,077,083.00	0.00

HANOVER TOWNSHIP
Journal Entry
03/31/2022

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
GRAND TOTAL			<u>3,235,643.00</u>	<u>3,235,643.00</u>	<u>-100,779.00</u>



RESOLUTION

Recognizing the 100th Anniversary of the Cook County Sheriff's Police Department

WHEREAS, 2022 marks the 100th anniversary of the Cook County Sheriff's Police Department; and

WHEREAS, the history of the Cook County Sheriff's Police Department can be traced back to May of 1831 with the inauguration of Sheriff James Kinzie, the first Sheriff of Cook County; and

WHEREAS, on April 1, 1922, the first 32 Cook County Highway Police Officers were officially sworn in for duty; and

WHEREAS, the Cook County Sheriff's Police Department is the third largest police department in the State of Illinois; and

WHEREAS, the current Sheriff Thomas J. Dart has performed commendably to ensure the proud traditions and service has continued during his tenure; and

WHEREAS, Cook County Sheriff's Police Officers are state certified law enforcement officers and are charged with patrolling unincorporated areas of Cook County as well as assisting suburban police departments with police operations including, but not limited to, detective, and evidence searches, narcotics interdiction, bomb detection and disposal, vice operations, street crimes suppression and hostage/barricade/terrorist incidents; and

WHEREAS, 109,000 people live in the unincorporated communities within Cook County among the county's 5.3 million total population.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that the Cook County Sheriff's Police Department is recognized and honored for their 100th anniversary.

Dated: October 4, 2022

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

Trustee Alisa "Lee" Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola





RESOLUTION

Declaring October as Substance Abuse Prevention Month in Hanover Township

WHEREAS, Youth.gov states that the month of October is an observance to highlight the vital role of substance abuse prevention in both individual and community health, and to remember those who have lost their lives to substance abuse; and

WHEREAS, The Office of National Drug Control encourages prevention efforts this month, and all year long to ensure the health of teens and young adults; and

WHEREAS, Studies show that the earlier an individual starts smoking, drinking or using other drugs, the greater the likelihood of developing addiction; and

WHEREAS, 9 out of 10 people who abuse or are addicted to nicotine, alcohol or other drugs began using these substances before they were 18; and

WHEREAS, In partnership with School District U-46, Hanover Township Youth and Family Services has been asked to assist in school based drug prevention health classes, presentations and assemblies; and

WHEREAS, The Office of National Drug Control, and other organizations which treat those who have struggled with substance abuse addiction or pressures, invite all residents of Hanover Township to participate in National Substance Abuse Prevention Month.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that the month of October 2022 is Substance Abuse Prevention Month in Hanover Township.

Dated: October 4, 2022

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

Trustee Alisa "Lee" Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*



RESOLUTION

Proclaiming October 2022 as Italian-American Heritage & Culture Month in Hanover Township

WHEREAS, October is a time to recognize the rich heritage of Americans of Italian descent and celebrate their immeasurable contributions to our Nation and state; and

WHEREAS, it was not until the 1820s that Italian immigrants began moving to the United States in sizable numbers and soon helped fuel a booming industrial economy by providing labor for American factories and mines and helping to build roads, dams, tunnels and other infrastructure; and

WHEREAS, Italian Americans are the sixth largest ethnic group in America, numbering 26 million people. For much of the 20th century, Italians were the largest immigrant group in the United States; and

WHEREAS, more than half a million Italian Americans live in greater Chicago, with Illinois ranking seventh among states with the largest Italian Americans population; and

WHEREAS, Italian Americans have flourished in all areas of our public and economic life while preserving their proud Italian traditions. Upon arrival in the United States, the Italian American community faced racial, social, and religious discrimination. Yet, Italian Americans have persevered with hope and hard work to reach for the American dream and helped build our great country; and

WHEREAS, the strength and success of the United States, the vitality of our communities, and the effectiveness of our society depend, in great measure, upon the distinctive and sterling qualities demonstrated by people of diverse races, heritages, and ethnicities, exemplified by members of the Italian and Italian-American community, who share their rich and unique heritage.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that October 2022 is Italian-American Heritage & Culture Month in Hanover Township

Dated: October 4, 2022

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

Trustee Alisa "Lee" Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*



RESOLUTION

Declaring October 7, 2022 Ageism Awareness Day in Hanover Township

WHEREAS, the Hanover Township Board of Trustees does hereby find as follows:

WHEREAS, Hanover Township will join the Illinois Department on Aging and American Society on Aging in recognizing Ageism Awareness Day on October 7, 2022; and

WHEREAS, the World Health Organization has defined ageism as “the stereotypes (how we think), prejudice (how we feel), and discrimination (how we act) towards others and oneself based on age”; and

WHEREAS, ageism is the most widespread and socially accepted form of prejudice in the world, with one in two people being ageist on a global scale; and

WHEREAS, the Hanover Township Senior Center, the first nationally accredited township Senior Center in the State of Illinois, is a crucial piece in breaking ageist stereotypes by offering fitness classes, arts and crafts sessions, educational presentations, social parties and events, and day trips to older adults; and

WHEREAS, Hanover Township Senior Center affirms the dignity, self-worth, and independence of older persons; and

WHEREAS, the mission of Hanover Township Aging Services is *Enriching Lives, Fostering Friendships, Promoting Independence*.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that October 7, 2022 is Ageism Awareness Day in Hanover Township.

Dated: October 4, 2022

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

Trustee Alisa “Lee” Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*

RESOLUTION _____

**A RESOLUTION
TO APPROVE A PROFESSIONAL SERVICES AGREEMENT
WITH THOMAS ENGINEERING GROUP, LLC**

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

SECTION ONE: APPROVAL. The Professional Services Agreement (the “Agreement”) with Thomas Engineering Group, LLC, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: October 4, 2022

APPROVED: October 4, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on October 4, 2022, and approved on October 4, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**HANOVER TOWNSHIP
PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement ("Agreement") is entered into this 4th day of October 2023, by and between Thomas Engineering Group, LLC ("Design Professional"), and Hanover Township ("Township") (collectively, the "Parties").

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in this Agreement, the Parties hereby agree as follows:

1. Understanding of Project. The project is to consist of Phase II Design and Phase III Construction Engineering Services for the 2023 Roadway Resurfacing Project ("Project"), as more fully described in Design Professional's Proposal ("Proposal"), attached hereto as "Exhibit A." In the event of any conflict between the terms and conditions of this Agreement and the Proposal, the most stringent and demanding requirements shall control.

2. Representations of Design Professional. Design Professional represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the services ("Services") set forth in the Proposal in a manner consistent with the standards of professional practice by recognized firms providing services of a similar nature.

3. Scope of Services. Design Professional shall perform and complete the Services pursuant to the terms and conditions of this Agreement.

4. Commencement; Time of Performance. Design Professional shall commence the Services immediately upon receipt of written notice from Township that this Agreement has been fully executed by the Parties ("Commencement Date"). Design Professional shall diligently and continuously prosecute the Services in accordance with the Proposal until the completion of the Project or until the termination of this Agreement by Township ("Time of Performance"). Township may modify the Time of Performance at any time upon fifteen (15) days prior written notice to Design Professional.

5. Reporting. Design Professional shall regularly report to the Township Administrator, or his designee, regarding the progress of the Services.

6. Compensation and Method of Payment.

A. Contract Sum. The total amount paid by Township to Design Professional for the Services pursuant to this Agreement shall not exceed \$68,275.70 ("Contract Sum"), as set forth in the Proposal. No claim for additional compensation shall be valid unless made in accordance with Sections 6(D) or 6(E) of this Agreement.

B. Invoices and Payment. Design Professional shall submit invoices in an approved format to Township for costs incurred by Design Professional in performing the Services. The amount billed in each invoice for the Services shall be based solely upon the fixed fees and/or rates set forth in the Proposal. The final pay request by Design Professional shall include, without limitation: (i) all final waivers of lien; and (ii) all final certified payrolls, as required. Township shall pay invoice amounts to Design Professional in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/2 *et seq.*

C. Records. Design Professional shall maintain records showing actual time devoted and costs incurred and shall permit Township to inspect and audit all data and records of Design Professional for work done pursuant to this Agreement. The records shall be made available to Township at reasonable times during the term of this Agreement and for one year after the termination of this Agreement.

D. Claim in Addition to Contract Sum. Design Professional shall provide written notice to Township of any claim for additional compensation as a result of action taken by Township, within fifteen (15) days after the occurrence of such action. Design Professional acknowledges and agrees that: (a) the provision of such written notice shall not be deemed or interpreted as entitling Design Professional to any additional compensation; and (b) any changes in the Contract Sum shall be valid only upon written amendment pursuant to Section 24(B) of this Agreement. Regardless of the decision of Township relative to a claim submitted by Design Professional, Design Professional shall proceed with all of the work required to complete the Services under this Agreement, as determined by Township, without interruption.

E. Additional Services. Design Professional acknowledges and agrees that Township shall not be liable for any costs incurred by Design Professional in connection with any services provided by Design Professional that are outside the scope of this Agreement ("Additional Services"), regardless of whether such Additional Services are requested or directed by Township, except upon the prior written consent of Township.

F. Taxes, Benefits, and Royalties. Each payment by Township to Design Professional includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits, and all costs, royalties, and fees arising from the use on, or the incorporation into, the Services of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions, and Design Professional waives and releases all claims or rights to additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty, or fee.

G. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by Township of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

7. Personnel; Subcontractors.

A. Key Project Personnel. The Key Project Personnel identified in the Proposal shall be primarily responsible for carrying out the Services on behalf of Design Professional. The Key Project Personnel shall not be changed without Township's prior written approval.

B. Availability of Personnel. Design Professional shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. Design Professional shall notify Township as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. Design Professional shall have no claim for damages and shall not bill Township for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassignment, or resignation.

C. Approval and Use of Subcontractors. Design Professional shall perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved in advance by Township in writing. All subcontractors used by Design Professional shall be acceptable to, and approved in advance by, Township. Township's approval of any subcontractor shall not relieve Design Professional of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of Design Professional. For purposes of this Agreement, the term "Design Professional" shall be deemed also to refer to all subcontractors of Design Professional, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to Township and consistent with commonly accepted professional practices, Design Professional shall immediately upon notice from Township remove and replace such personnel or subcontractor. Design Professional shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for a delay or extension of the Time of Performance as a result of any such removal or replacement of personnel or subcontractors by Township.

8. Confidential Information.

A. Confidential Information. The term "Confidential Information" shall mean information in the possession or under the control of Township relating to the technical, business, or corporate affairs of Township; Township property; user information, including, but not limited to, information pertaining to usage of Township's computer system and/or obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. The term "Confidential Information" shall not include information that can be demonstrated: (1) to have been rightfully in the possession of Design Professional from a source other than Township prior to the time of disclosure of such information to Design Professional ("Time of Disclosure"); (2) to have been in the public domain prior to the Time of Disclosure; (3) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of Design Professional; or (4) to have been supplied to Design Professional after the Time of Disclosure without restriction by a third party who is under no obligation to Township to maintain such information in confidence.

B. No Disclosure of Confidential Information by Design Professional. Design Professional acknowledges that it shall, in performing the Services for Township under this Agreement, have access, or be directly or indirectly exposed, to Confidential Information. Design Professional shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without the express prior written consent of Township. Design Professional shall use reasonable measures at least as strict as those Design Professional uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and subcontractors of Design Professional to execute a non-disclosure agreement before obtaining access to Confidential Information.

9. Standard of Services, Indemnification, and Insurance.

A. Representation and Certification of Services. Design Professional represents and certifies that the Services shall be performed in accordance with the standards of professional

practice, care, skill, and diligence practiced by recognized members of Design Professional's profession in performing services of a similar nature in existence at the Time of Performance. The representations and certifications expressed shall be in addition to any other representations and certifications expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto Township.

B. Indemnification. Design Professional agrees to waive any and all rights of contribution against Township and shall indemnify, defend, and hold harmless Township, the Township Supervisor and Board of Trustees, and their respective officials, officers, employees, volunteers, agents, representatives, successors, and assigns (individually, an "Indemnified Party" and, collectively, the "Indemnified Parties"), from and against any and all claims, lawsuits, actions, causes of action, demands, injuries, deaths, damages, losses, penalties, fines, obligations, liabilities, judgments, liens, lien rights, expenses, costs, and fees, including, but not limited to, attorneys' fees and expenses, court costs, settlement judgments, prejudgment interest, and post-judgment interest (collectively, "Claims"), which arise out of or in any way relate to the following: (a) Design Professional's performance of, or failure to perform, the Services, the Additional Services, or any part thereof; (b) the actual or alleged acts, errors, or omissions of Design Professional or its officials, officers, employees, volunteers, agents, representatives, contractors or subcontractors of any tier, successors, or assigns, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable (collectively, "Design Professional's Agents"); (c) Design Professional's breach of any of its obligations under, or Design Professional's default of, any provision of this Agreement, including, but not limited to, the representations and certifications set forth in Section 9(A) of this Agreement, infringement of any patent, trademark, or copyright, or violation of any Laws (defined below); except to the extent it has been finally adjudicated by a court of competent jurisdiction, evidenced by a final non-appealable order, that the Claim was caused by the negligence of an Indemnified Party. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation to indemnify, defend, or hold harmless which would otherwise exist as to any party or person under this Agreement

In the event an Indemnified Party is subject to any Claim, Design Professional shall, at its sole cost and expense, appear, defend, and pay any and all judgment, expenses, costs, and fees, including, but not limited to, attorneys' fees and expenses and court costs, arising therefrom or incurred in connection therewith. The obligations in this paragraph are binding on Design Professional without regard to whether or not such Claim is alleged to have been caused in whole or in part by the act, omission, or negligence of any Indemnified Party. The Indemnified Parties shall have the right to retain their own counsel in connection with such Claim, without relieving Design Professional of its obligations under this Section 9(B). Design Professional shall also assume the investigation, defense, and expense of all such Claims, or, in the event that an Indemnified Parties assumed the investigation or defense of any Claim, Design Professional shall indemnify such Indemnified Parties for all related costs as they are incurred. Any settlement must be made only with the prior written consent of an Indemnified Party if the settlement requires any action on the part of that Indemnified Party.

The indemnification and defense obligations in this Agreement shall not be limited by any insurance protection required of Design Professional herein or otherwise provided by Design Professional. To the extent permitted by law, Design Professional waives any limits to the amount of its obligations to defend, indemnify, hold harmless, or contribute to any sums due under any Claims, including any Claim by any employee of Design Professional, that may be subject to the Workers Compensation Act, 820 ILCS 305/1 *et seq.*, or any other related law or judicial decision, such as *Kotecki v. Cyclops Welding Corporation*, 146 Ill. 2d 155 (1991). Township, however, does

not waive any limits it may have on its liability under the Worker's Compensation Act, the Illinois Pension Code, any other statute, or any judicial decision. Nothing in this Section 9(B) shall be construed to represent an express and/or implied waiver of any common law or statutory privileges, immunities, protections, or defenses granted or otherwise available to Township as to any liability whatsoever, and all such privileges and immunities are expressly reserved. The indemnification and defense obligations in this Agreement shall survive the expiration and/or termination of this Agreement.

C. Insurance.

i. Required Coverages. Design Professional shall procure and maintain for the duration of the Services and Additional Services insurance Workers' Compensation and Employers Liability Insurance, Commercial General Liability Insurance, and Automobile Insurance in the types and in the amounts of not less than as follows:

Workers Compensation and Employees Liability Insurance:

State:	Statutory
Federal:	Statutory
Employer's Liability:	\$500,000.00 per accident \$500,000.00 disease, policy limit \$500,000.00 disease, each employee

Commercial General Liability Insurance ("CGL"):

\$2,000,000.00	General Aggregate per Project
\$1,000,000.00	Products Completed Operations Aggregate
\$1,000,000.00	Each Occurrence

CGL insurance shall cover liability arising from the Services and Additional Services, including activities performed by or on behalf of Design Professional; premises owned, leased, or used by Design Professional; operations; administration of the work; independent contractors; subcontractors; vendors and suppliers; 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). There shall be no endorsement or modification of the CGL insurance limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

Commercial Automobile Liability Insurance ("CAL"):

Property Damage:	\$1,000,000.00 per occurrence
Bodily Injury:	\$1,000,000.00 per person \$1,000,000.00 per accident

CAL insurance shall cover liability arising out of "Any Auto" including owned, hired, and non-owned autos. If necessary, the policy shall be endorsed to cover liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Professional Liability Insurance:

\$2,000,000.00	Per wrongful act or failure to perform professional services
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When Professional Liability Insurance policies are renewed or replaced, the policy retroactive date must coincide with, or precede, the start of services on the Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

Umbrella Excess Liability:

\$1,000,000.00

Over Primary Insurance Limit

ii. *Additional Insured.* The required insurance coverages, with the exception of Workers Compensation, shall name Hanover Township, the Hanover Township Supervisor and Board of Trustees, and their respective officers, elected and appointed officials, employees, volunteers, agents, successors, and/or assigns (collectively, the "Additional Insured") as insured. These insurance coverages shall be primary and non-contributory with respect to any other insurance or self-insurance afforded to the Additional Insured and shall not require exhaustion of any other coverage or tender of any claim or action to any other insurer providing coverage to any of the Additional Insured. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insured, or any of them. If Design Professional maintains broader coverage and/or higher limits than the minimums shown above, the Additional Insured requires and should be entitled to the broader coverage and/or higher limits maintained by Design Professional. Any endorsement or policy provision which limits contractual liabilities shall be deleted in its entirety. If the Additional Insured have not been included as an insured under the Commercial General Liability, Commercial Auto Liability, and Umbrella Excess Liability Insurance coverages required herein, Design Professional waives all rights against each Additional Insured, for recovery of damages arising out of or related to the Services or Additional Services.

iii. *Acceptability of Insurers.* Insurance shall be provided by insurance companies licensed to do business in the State of Illinois with a policy holder rating of not less than A and a financial rating of not less than VII in the latest edition of Best Insurance Guide. Upon written request from the Township Administrator, Design Professional must supply certified copies of the requested insurance policies within ten (10) days.

iv. *Evidence of Insurance.* Prior to beginning work, Design Professional shall furnish Township with a certificate(s) of insurance and applicable policy endorsement(s), including, but not limited to, all additional insured endorsements required herein, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for thirty (30) days' written notice to Township prior to the cancellation or material change of any insurance referred to therein. Written notice to Township shall be by certified mail, return receipt requested. Failure of Township to demand such certificate, endorsement, or other evidence of full compliance with these insurance requirements or failure of Township to identify a deficiency from evidence that is provided shall not be construed as a waiver of Design Professional's obligation to maintain such insurance. Township shall have the right, but not the obligation, of prohibiting Design Professional or any subcontractor of any tier from entering Township properties until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Township. Failure to maintain the required insurance may result in termination of this Agreement at the option of Township. 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 Township whenever requested.

v. *Cross-Liability Coverage.* If Design Professional'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.

vi. *Deductibles and Self-Insured Retentions.* Any deductibles or self-insured retentions must be declared to Township. At the option of Township, Design Professional may be asked to eliminate such deductibles or self-insured retentions as respects the Additional Insured 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.

vii. *No Waiver of Subrogation Rights.* Township shall not, in any manner, be deemed or intended to have waived any right of subrogation which either it and/or its insurance carrier and/or risk pool provider, risk management agency, and/or insurance company providing excess coverage on behalf of the any of them may have against any Design Professional, for any property injury, death, or other damage caused by Design Professional and/or any of its subcontractors of any tier, or any of their respective employees, agents, consultants, officers, directors, limited or general partners, and/or otherwise arising out of the Services or Additional Services.

viii. *Failure to Comply with Insurance Reporting Provisions.* All insurance required of Design Professional shall provide that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Additional Insured, or any of them.

ix. *Insurance Requirements Cannot Be Waived.* Under no circumstances shall Township and/or any of the Additional Insured be deemed to have waived any of the insurance requirements herein by any action or omission, including, but not limited to: (a) allowing any work to commence by Design Professional before receipt of Certificates of Insurance; (b) failing to review any Certificates of Insurance received; (c) Failing to advise Design Professional that any Certificate of Insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner; and/or (d) issuing any payment without receipt of a sworn certification from Design Professional stating that all the required insurance is in force. Design Professional agrees that the obligation to provide the insurance required herein is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by Township and/or any of the other Additional Insured.

x. *Liability of Design Professional not Limited by Insurance.* Nothing herein contained in these insurance requirements is to be construed as limiting the liability of Design Professional and/or its respective insurance carriers. Township and the Additional Insureds do not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate to protect the Additional Insured, or any of them, Design Professional, or any subcontractor's interest or liabilities, but are merely minimums. Any obligation of Design Professional to purchase insurance shall not, in any way, limit their obligations to the Additional Insured in the event that the Additional Insured, or any of them, should suffer an injury or loss in excess of the amount recovered through insurance, or any loss or portion of the loss which is not covered by Design Professional's insurance.

xi. *Notice of Personal Injury or Property Damage.* Design Professional shall notify Township, in writing, of any actual or possible claim for personal injury or property damage relating to the work, or of any occurrence which might give rise to such a claim, promptly upon obtaining first knowledge of same.

xii. **Subcontractors.** Design Professional shall cause each subcontractor employed by Design Professional to purchase and maintain insurance of not less than the types and amounts specified above. When requested by Township, Design Professional shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

D. No Personal Liability. No elected or appointed official or employee of Township shall be personally liable, in law or in contract, to Design Professional as the result of the execution of this Agreement.

E. Mutual Waiver. To the fullest extent permitted by law, Design Professional and Township waive against each other and the other's officials, officers, employees, volunteers, agents, representatives, successors, and assigns any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement.

10. Relationship of the Parties. It is understood, acknowledged, and agreed by the Parties that the relationship of Design Professional to Township arising out of this Agreement shall be that of an independent contractor. Neither Design Professional, nor any employee or agent of Design Professional, is an employee, partner, joint venturer, and/or agent of Township, and, therefore, is not entitled to any benefits provided to employees of Township. Design Professional has no authority to employ/retain any person as an employee or agent for or on behalf of Township for any purpose. Neither Design Professional nor any person engaging in any work or services related to this Agreement at the request or with the actual or implied consent of Design Professional may represent himself to others as an employee of Township. Should any person indicate to Design Professional or any employee or agent of Design Professional by written or oral communication, course of dealing or otherwise, that such person believes Design Professional to be an employee or agent of Township, Design Professional shall use its best efforts to correct such belief. In ordering or accepting delivery of or paying for any goods or services, Design Professional shall do so in Design Professional's own business.

11. Conflict of Interest. Design Professional represents and certifies that, to the best of its knowledge: (1) no elected or appointed Township official, employee, or agent has a personal financial interest in the business of Design Professional or in this Agreement or has personally received payment or other consideration for this Agreement; (2) as of the date of this Agreement, neither Design Professional nor any person employed or associated with Design Professional has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Design Professional nor any person employed by or associated with Design Professional shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

12. No Collusion. Design Professional represents and certifies that Design Professional is not barred from contracting with a unit of state or local government as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue, unless Design Professional is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11- 42.1-1 *et seq.*; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* Design Professional represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to Township prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm,

or corporation. If at any time it shall be found that Design Professional has, in procuring this Agreement, colluded with any other person, firm, or corporation, then Design Professional shall be liable to Township for all loss or damage that Township may suffer, and this Agreement shall, at Township's option, be null and void.

13. Compliance with Laws. Design Professional shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable federal, state, and local laws, statutes, ordinances, codes, regulations, rules, orders and decrees (collectively, the "Laws"), including, without limitation: any applicable prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.*; and any conditions of any federal, state, or local grant received by Township or Design Professional with respect to this Agreement, the Services, and/or the Project. Every provision of law required by law to be inserted into this Agreement shall be deemed to be inserted herein. In the event of any conflict and/or inconsistencies between any of the Laws, the most stringent Laws shall be controlling and applicable to this Agreement and the Services.

14. Illinois Human Rights Act. Pursuant to Section 2-105 of the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.*, ("IHRA"), every party to a public contract shall have written sexual harassment policies that include, at a minimum, the following information:

- (1) The illegality of sexual harassment;
- (2) The definition of sexual harassment under State law;
- (3) A description of sexual harassment, utilizing examples;
- (4) The vendor's internal complaint process, including penalties;
- (5) The legal recourse, investigative, and complaint process available through the Illinois Department of Human Rights ("Department") and the Illinois Human Rights Commission ("Commission");
- (6) Directions on how to contact the Department and the Commission; and
- (7) Protection against retaliation as provided by Section 6-101 and 6-101.5 of the IHRA.

Design Professional understands, represents, and warrants to the Township that Design Professional and its subcontractors, if any, are and shall remain for the entirety of the Project in compliance with Section 2-105 of the IHRA. A violation of Section 2-105 of the IHRA is cause for the immediate termination of this Agreement. However, any forbearance or delay by the Township in canceling this Agreement shall not be construed as, and does not constitute, the Township's consent to such violation and a waiver of any rights the Township may have, including without limitation, termination of this Agreement.

15. Illinois Prevailing Wage Act. All laborers, mechanics, and other workers employed by Design Professional and by any subcontractor(s) performing the Services, the Additional Services, or any part thereof shall be paid wages (*i.e.*, hourly cash wages plus fringe benefits) at rates not less than those required under the Illinois Prevailing Wage Act ("Act"), 820 ILCS 130/01 *et seq.* ("Prevailing Wages"). Design Professional and all subcontractor(s) shall comply with all regulations issued pursuant to the Act and other applicable federal, state, and

local laws and regulations pertaining to labor standards with the most stringent laws and regulations controlling. Design Professional agrees and stipulates that the prevailing rate of wages are revised by the Illinois Department of Labor and are available on the Illinois Department of Labor's official website. Design Professional shall notify immediately in writing all its subcontractors of all changes in the schedule of Prevailing Wages. Design Professional shall include in each of its subcontracts a written stipulation that not less than the Prevailing Wages shall be paid to all laborers, mechanics, and other workers performing the Services, the Additional Services, or any part thereof under this Agreement and shall require each of its subcontractors of every tier to include said stipulation regarding payment of Prevailing Wages.

Any increase in costs to Design Professional due to changes in the Prevailing Wages or labor law during the term of any contract and/or sub-contract of any tier shall be at the expense of Design Professional and not at the expense of Township. Design Professional shall be solely responsible to maintain accurate records as required by applicable federal and state law, with the most stringent requirements controlling, and shall be solely liable for paying the difference between Prevailing Wages and any wages actually received by laborers, mechanics, or other workers performing the Services, the Additional Services, or any part thereof and for ensuring strict compliance with the requirements of the above mentioned Act, including, but not limited to, providing certified payrolls to Township in accordance with said applicable laws.

16. Illinois Freedom of Information Act. Design Professional agrees to maintain, without charge to Township, all records, and documents for projects of Township in compliance with the Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.* In addition, Design Professional shall produce records which are responsive to a request received by Township under FOIA, so that Township may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Design Professional shall so notify Township, and, if possible, Township shall request an extension so as to comply with FOIA. In the event Township is found to have not complied with FOIA due to Design Professional's failure to produce documents or otherwise appropriately respond to a request under FOIA, Design Professional shall indemnify, defend, and hold harmless the Indemnified Parties from and against any and all Claims that may arise, or be alleged to have arisen, out of or in connection with such failure, and pay all amounts determined to be due, including, but not limited to, fines, costs, attorneys' fees and penalties.

17. Termination. Notwithstanding any other provision hereof, Township may terminate this Agreement at any time upon fifteen (15) days written notice to Design Professional. In the event that this Agreement is so terminated, Design Professional shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed, which shall be determined on the basis of the fixed fees and/or rates set forth in the Proposal.

18. Default. If it should appear at any time that Design Professional has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services or the Additional Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services, the Additional Services, or any other requirement of this Agreement ("Event of Default"), and fails to cure any such Event of Default within ten (10) business days after Design Professional's receipt of written notice of such Event of Default by Township, then Township shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

A. Cure by Design Professional. Township may require Design Professional, within a reasonable time, to complete or correct all or any part of the Services or the Additional Services that are the subject of the Event of Default; and to take any or all other action necessary to bring Design Professional and the Services into compliance with this Agreement.

B. Termination of Agreement by Township. Township may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement after the effective date of termination.

C. Withholding of Payment by Township. Township may withhold from any payment, whether or not previously approved, or may recover from Design Professional, any and all costs, including attorneys' fees and administrative expenses, incurred by Township as the result of any Event of Default by Design Professional or as a result of actions taken by Township in response to any Event of Default by Design Professional.

19. No Additional Obligation. Design Professional and Township acknowledge and agree that Township is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with Design Professional or with any vendor solicited or recommended by Design Professional.

20. Township Board Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by Design Professional to, vendors shall be subject to the approval of the Township Supervisor and Board of Trustees. For purposes of this Section 20, "vendors" shall mean entities engaged in subcontracts for the provision of additional services directly to Township. Township shall not be liable to any vendor or third party for any agreements made by Design Professional without the knowledge and approval of the Township Supervisor and Board of Trustees.

21. Mutual Cooperation. Township agrees to cooperate with Design Professional in the performance of the Services, including meeting with Design Professional and providing Design Professional with such non-confidential information that Township may have that may be relevant and helpful to Design Professional's performance of the Services. Design Professional agrees to cooperate with Township in the performance and completion of the Services, the Additional Services, and with any other consultants engaged by Township.

22. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received from Township by Design Professional in connection with any or all of the Services to be performed under this Agreement ("Documents") shall be and remain the exclusive property of Township. At Township's request, or upon termination of this Agreement, Design Professional shall promptly deliver the Documents to Township.

23. Dispute Resolution. In the event any dispute shall arise with respect to any matter related to or arising out of this Agreement, the Parties shall use their best efforts to resolve the dispute through an informal dispute resolution process, to include, but not limited to mediation. In the event that the Parties are unable to resolve the dispute informally within thirty (30) days, both Parties agree to waive their right to a jury trial and agree that either party may elect to have the matter resolved by binding arbitration before a neutral arbitrator to be agreed upon by both Parties. In the event that both Parties are unable to agree upon a third-party neutral arbitrator, the matter will be submitted by the Parties to a mutually determined neutral arbitration firm. In the event the Parties are unable to mutually agree upon a neutral arbitration firm, the matter will be

submitted by the Parties to the American Arbitration Association. The decision of the arbitrator shall be final and not appealable and subject to enforcement as a judgment under the Illinois Code of Civil Procedure. All rules of procedure, discovery, and evidence as set forth in the rules adopted by the American Arbitration Association, at the time that arbitration is required, shall be applicable to the proceedings, except to the extent those rules conflict with the requirements of applicable Illinois law. Any arbitration pursuant to this Agreement shall take place in Cook County, Illinois. Each party shall be responsible for its own costs and expenses related to the arbitration, including, but not limited to, attorneys' fees, but the costs of the arbitration shall be shared equally by both Parties. This dispute resolution provision shall survive any termination of this Agreement.

24. General Terms and Conditions.

A. Notice. Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed served: (a) when delivered by Federal Express or similar overnight courier service to that Party's address set forth below during the hours of 9:00 a.m. and 5:00 p.m. C.S.T., Monday through Friday, excluding federal holidays ("Business Hours"); (b) when mailed to any other person designated by that Party in writing to receive such notice, via certified mail, return receipt requested, postage prepaid; or (c) when transmitted via fax sent during Business Hours. In the event fax notice is transmitted during non-Business Hours, the effective date and time of notice is the first hour of the first business day after transmission. Notice shall be given to the following:

If to Design Professional:

Thomas Engineering Group, LLC
238 S. Kenilworth Avenue
Oak Park, IL 60302
Attention: Kevin VanDeWoestyne, Principal

With a copy to:

Attention: _____

If to Township:

Hanover Township
250 S. IL Route 59
Bartlett, Illinois 60103
Attention: James Barr, Township Administrator

With a copy to:

AirDo Werwas, LLC
111 E. Wacker Drive, Suite 500
Chicago, IL 60601
Attention: Michael A. AirDo

B. Entire Agreement. This Agreement constitutes the full and complete agreement between Design Professional and Client and supersedes all prior agreements and negotiations between them, whether written or oral, relating to the subject matter of this Agreement. Except as otherwise provided herein, this Agreement may be amended, added to, superseded, or waived only if both Parties specifically define in writing an official amendment of this Agreement.

C. Assignment. This Agreement may not be assigned by Township or Design Professional without the express written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

D. Survival. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

E. Severability. Any provision or part of the Agreement held to be void or unenforceable under the Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be deemed binding upon the Client and Design Professional, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

F. Third-Party Beneficiary. This Agreement is entered into solely for the benefit of the Parties hereto, and nothing herein is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish, or impose any legal duty or obligation to any third party. No claim as a third-party beneficiary under this Agreement by any person or entity shall be made or be valid against Township.

G. Time. Time is of the essence in the performance of all terms and provisions of this Agreement.

H. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

I. Governing Law. This Agreement shall be construed, governed, and enforced according to the laws of the State of Illinois.

J. Authority to Execute. Township hereby warrants and represents to Design Professional that the persons executing this Agreement on its behalf have been properly authorized to do so by the Township Supervisor and Board of Trustees. Design Professional hereby warrants and represents to Township that the persons executing this Agreement on its behalf have the full and complete right, power, and authority to enter into this Agreement and to agree to the terms, provisions, and conditions set forth in this Agreement and that all legal actions needed to authorize the execution, delivery, and performance of this Agreement have been taken.

K. Waiver. Neither Township nor Design Professional shall be under any obligation to exercise any of the rights granted to them in this Agreement, except as it shall determine to be in its best interest from time-to-time. The failure of Township or Design Professional to exercise

at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect Township's or Design Professional's right to enforce such rights or any other rights.

L. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent shall be in writing.

M. Grammatical Usage and Construction. In construing this Agreement, pronouns include all genders, and the plural includes the singular and vice versa.

N. Interpretation. This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement shall be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

O. Headings. The headings, titles, and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend, or describe the scope or intent of this Agreement.

P. Exhibits. Exhibits A and B attached to this Agreement are, by this reference, incorporated in and made a part of this Agreement.

Q. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other rights, remedies, and benefits allowed by law.

R. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

S. No Waiver of Immunities or Privileges. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of Hanover Township, and/or its officials, officers, employees, volunteers and/or agents.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth above.

[SIGNATURE PAGE FOLLOWS]

HANOVER TOWNSHIP

THOMAS ENGINEERING GROUP, LLC

Township Supervisor

Date: _____

ATTEST:

Township Clerk

Principal

Date: _____

ATTEST:

September 15, 2022

762 Shoreline Drive
Suite 200
Aurora, IL 60504

Mr. Caleb Hanson
Director, Department of Facilities & Road Maintenance
Hanover Township
250 S. IL Route 59
Bartlett, Illinois 60103

Re: Proposal for Phase II Design and Phase III Construction Engineering Services for the 2023 Roadway Resurfacing Project

Dear Mr. Hanson:

Thomas Engineering Group, LLC (TEG) respectfully submits this proposal to Hanover Township to provide Phase II Design and Phase III Construction Engineering Services for the 2023 Roadway Resurfacing Project. TEG is enthusiastic about the opportunity to continue working with the Department of Facilities & Road Maintenance.

This proposal includes our understanding of the assignment, proposed scope of services, and estimated fee for providing design and construction engineering services for the above-mentioned project. TEG will continue to provide a professional and responsive team that is eager to fulfill the Township's needs and expectations.

If you have any questions or require additional information, please call me at (847) 815-9500 or by e-mail at kevinv@thomas-engineering.com.

Sincerely,
thomas engineering group, llc



Kevin C. VanDeWoestyne, P.E., ENV SP
Municipal Department Head

cc: Mr. James Barr, Township Administrator, Hanover Township
Ms. Mary E. Cave, P.E., Project Manager, Thomas Engineering Group, LLC



PROPOSAL

FOR

HANOVER TOWNSHIP
DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

FY 2023 ROADWAY RESURFACING PROJECT

**PHASE 2 DESIGN ENGINEERING SERVICES AND
PHASE 3 CONSTRUCTION ENGINEERING SERVICES**

PREPARED BY:
Kevin C. VanDeWoestyne, P.E., Env. Sp.
Municipal Department Head

September 15, 2022

Proposal for Professional Engineering Services

FY 2023 Roadway Resurfacing Project

Hanover Township, Department of Facilities & Road Maintenance

Thomas Engineering Group, LLC (TEG) respectfully submits this Proposal to Hanover Township to provide Phase II Design and Phase III Construction Engineering Services for the FY 2023 Roadway Resurfacing Project (Project). As the consulting engineer for the Township's FY 2022 Roadway Resurfacing Project (Berner Drive), TEG has excellent knowledge and understands the intent of the Township's annual road program.

TEG is extremely well suited for this project and is capable of providing the Township with outstanding service and exceptional value. Our staff's unique qualifications and local, relevant experience make TEG an excellent fit. Based on firm and staff experience, TEG fully understands this project and the key processes to successfully manage road resurfacing projects. Our team has successfully administered locally funded roadway resurfacing projects throughout DuPage and Cook Counties.

CONSTRUCTION PLANS FOR

HANOVER TOWNSHIP BERNER DRIVE ROADWAY PROJECT

FOR THE
HANOVER TOWNSHIP
COOK COUNTY, ILLINOIS

INDEX OF DRAWINGS

1	TITLE SHEET
2	GENERAL NOTES
3	SUMMARY OF QUANTITIES
4	TYPICAL SECTIONS
5-8	ALIGNMENT AND BENCHMARK PLANS
9-25	ROADWAY PLANS
26-30	PAVEMENT MARKING PLANS
31	CONSTRUCTION DETAILS
32-34	IDOT DISTRICT ONE STANDARDS

IDOT DISTRICT ONE DETAILS:

BD-32	BUTT JOINT AND HMA TAPER DETAILS
TC-10	TRAFFIC CONTROL AND PROTECTION FOR SIDE ROADS
TC-13	INTERSECTIONS, AND DRIVEWAYS
TC-13	DISTRICT ONE TYPICAL PAVEMENT MARKINGS

LIST OF STATE STANDARDS:

000001-06	STANDARD SYMBOLS, ABBREVIATIONS AND PATTERNS
422201-03	CLASS C AND D PATCHES
701301-04	LANE CLOSURE, 2L, 2W, SHORT TIME OPERATIONS
701501-06	URBAN LANE CLOSURE, 2L, 2W, UNDIVIDED
701601-05	TRAFFIC CONTROL DEVICES
700001-04	TYPICAL PAVEMENT MARKINGS

LOCATION MAP

BERNER DRIVE GROSS AND NET LENGTH OF PROJECT: 3,678 FT (0.70 MI)
DALE DRIVE GROSS AND NET LENGTH OF PROJECT: 2,867 FT (0.54 MI)
WOLSFELD DRIVE GROSS AND NET LENGTH OF PROJECT: 2,477 FT (0.47 MI)
TOTAL PROJECT LENGTH: 9,022 FT (1.71 MI)

SIGNED: KEVIN VANDEWOESTYNE, P.E.

DATE: February 24, 2022
IL REGISTRATION NUMBER: 062-061311
EXPIRES: 11/30/2023

HANOVER TOWNSHIP
DEPARTMENT OF FACILITIES AND ROAD MAINTENANCE

SUBMITTED: February 24, 2022

CALEB HANSON, DIRECTOR

J.U.L.I.E.
JOINT UTILITY LOCATION INFORMATION FOR EXCAVATION
1-800-852-0123

DRAWN BY	DATE	REV	DATE	REVISION
DJN	02/15/22			
KCV	N.T.S.			

HANOVER TOWNSHIP

200 SOUTH L. ROUTE 69
BARTLETT, IL 60010
PHONE: 815-437-4801

thomas engineering group, llc
30 N. 22nd Street
Suite 300
Bartlett, IL 60010
phone: 815-433-1700

HANOVER TOWNSHIP
BERNER DRIVE ROAD PROJECT

TITLE SHEET

1 of 34

We are confident that our abilities, knowledge, and resources will be able to exceed Hanover Township's expectations on this important Project. TEG will provide the Township with the same dedication to service, expertise, innovation, and value that has enabled us to serve our clients and concurrently grow our company. TEG has committed our best fit personnel to this project.

PROPOSED TEAM

We have an excellent understanding of this Project and have assembled a complete team that has the experience and skills needed to make this Project a success. Our Project Principal, Kevin VanDeWoestyne, P.E., is familiar with the Project and Township policies and procedures. Our proposed Design Project Manager, Mary Cave, P.E., recently managed the design for the William Tiknis Campus Expansion Project. Our proposed Construction Project Manager, Jeffrey Klein, P.E., recently managed the Township's FY 2022 Roadway Resurfacing Project and brings direct relevant construction experience to this project.

KEVIN VANDEWOESTYNE, P.E., ENV SP, PROJECT PRINCIPAL

Kevin VanDeWoestyne, P.E., ENV SP, Municipal Department Head, will serve as the primary client liaison. His experience with municipal alley, street, sidewalk, and utility improvement projects, and familiarity with Township staff make him an excellent fit and he and his team are available for this Project.

MARY CAVE, P.E., DESIGN PROJECT MANAGER

Mary Cave, P.E., Senior Project Manager, will lead this project for TEG. Ms. Cave has nearly 20 years of work experience in several aspects of civil engineering. From her previous experience, including serving as the Assistant City Engineer for the City of Decatur, she has developed strong communication skills as well as the ability to organize, prioritize and work with multiple stakeholders and deadlines. Her vast experience includes public outreach, grant writing, land development design and review, drainage system modeling, design and review, and capital improvement planning and budgeting, sanitary sewer design and review, erosion and sediment control design and inspection, traffic analysis and modeling, transportation phases 1 and 2, park planning and design, and survey.

JEFFREY KLEIN, P.E., CONSTRUCTION PROJECT MANAGER

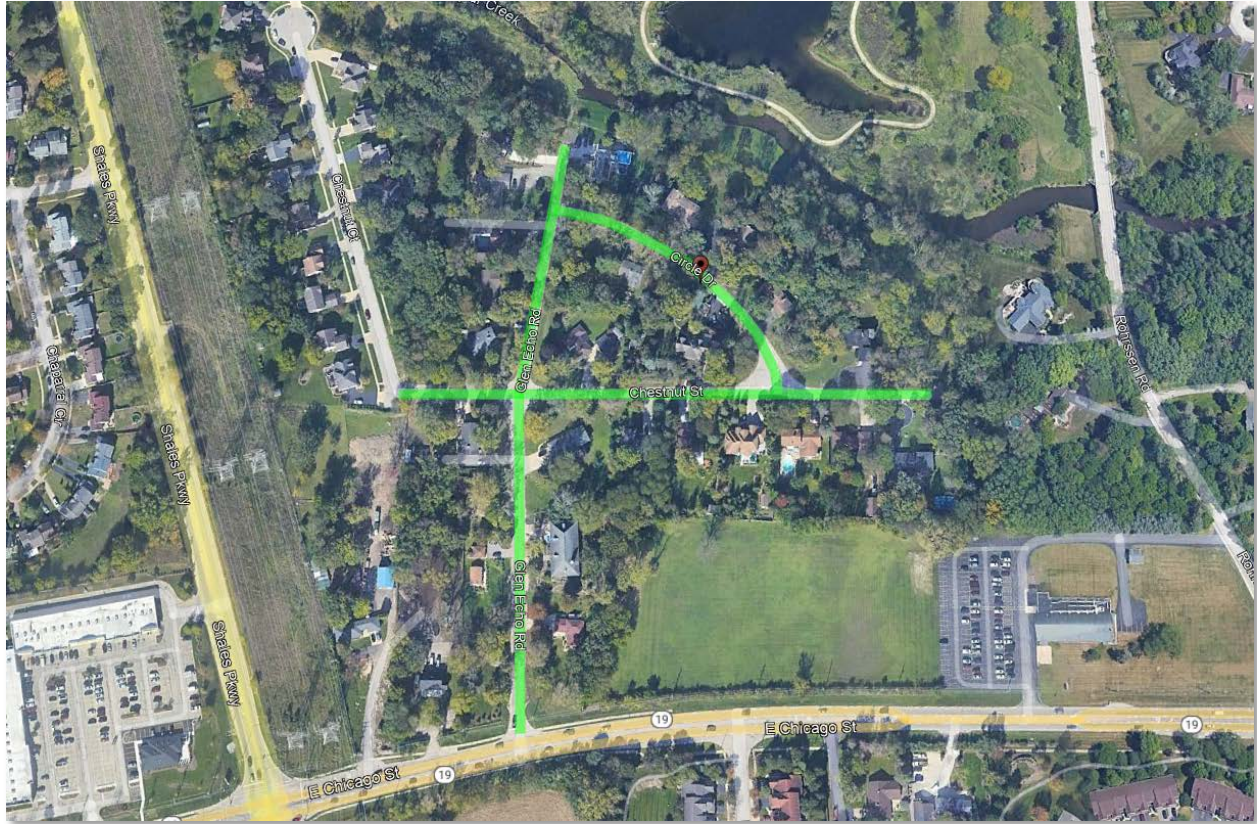
Mr. Klein is registered professional engineer with over 15 years of experience involving municipal and highway design and construction. He has extensive knowledge in bridge construction and roadway rehabilitation, bituminous and concrete paving, earth excavation, drainage, structural construction, lighting and signalization. His responsibilities include observation and documentation of urban and rural roadways, alleys, and bridge construction projects.

SUPPORT STAFF

TEG has assembled a construction team with members that have substantial relevant experience and are experts in utility construction, roadway construction, traffic staging, final restoration, and contractor oversight. Mr. Klein will be supported by Jake Kelley and Stephen VanDeveer, both of whom have recently provided construction management services to Hanover Township. Mr. Kelley has over 8 years of construction experience in construction management and inspection. Mr. VanDeveer is a Technical Manager and ISA certified arborist with 18 years of experience in construction management and environmental work.

PROJECT UNDERSTANDING

The proposed work is located along Glen Echo Road, Circle Drive, and the unincorporated portion of Chestnut Street, as depicted below.



- Glen Echo Road, 0.21 miles
- Circle Drive, 0.11 miles
- Chestnut Street, 0.19 miles

Total Length = 0.51 miles

The project begins on Glen Echo Road at the intersection of Chicago-Elgin Road (IL-19). IL-19 is under the jurisdiction of IDOT and the curb ramps were recently replaced and upgraded to ADA standards. Therefore, it is anticipated that IDOT right of way and an IDOT Highway/Traffic Permit can be avoided.

At the west end of the project, Chestnut Street intersects with Chestnut Court. Chestnut Court is under the jurisdiction of the City of Elgin. The project begins at the right of way between Chestnut Court and Chestnut Street, at the east leg of the intersection.

TEG has already met with representatives from the Township to discuss the project scope. The purpose of the meeting was to walk through each element related to project scope to identify critical project constraints and develop a shared understanding of the project. TEG and representatives from the Township conveyed their project expectations, technical challenges, site history, and constructability concerns.

One of the concerns is the existing drainage pattern and excessive runoff at 39 Glen Echo Street, near the north end of Glen Echo, due to the longitudinal grade of the roadway. TEG and representatives from the Township discussed alternative design measures to mitigate the runoff reaching the front yard. Various alternatives will be explored during design, including superelevating the roadway towards the west curb line.



Generally, the pavement throughout Glen Echo Road, Circle Drive, and Chestnut Street is in fair condition except for the southbound lane edge between Chestnut Street and IL-19. Generally, the pavement appears to qualify for a functional overlay with limited full-depth pavement patching rather than a structural overlay. The existing surface course is anticipated to be 2 inches, therefore, the milling and resurfacing thickness is anticipated to be approximately 2.25 inches. TEG recommends obtaining pavement cores to verify the thickness of the pavement for design purposes. The cost for performing pavement cores and soil borings is included herein.

Next, the existing shoulder ranges from existing aggregate to sod. The Township prefers to restore existing aggregate shoulders and replace turf with new, full-depth aggregate shoulders.

Lastly, all existing drainage culverts and ditches will need to be evaluated for slope and condition. Existing culverts in poor condition shall be replaced with new PVC pipe and flared end sections.

BASE SCOPE OF SERVICES: PHASE II DESIGN ENGINEERING

TEG is proposing a targeted approach to the project design that will meet the Township's target bid opening date of the spring 2023. TEG will partner with the Township to identify the milestones for preliminary and final submittals. Design engineering process will include the following basic tasks and milestones.

1. Data Collection / Topographic Survey and Basemapping
2. Data Analysis
3. Alternatives Analysis & Comparative Feasibility Assessment
4. Development of Plans, Specifications and Estimates
5. QA/QC Plan Review
6. Bid Assistance

1. Data Collection / Topographic Survey and Basemapping

The initial step will be to gather topographical and detailed utility and underground information, in addition to site photos. TEG will review available data and identify information gaps. TEG's own survey team (Christopher DeYoung, P.E., PLS and staff) will utilize a total station to collect critical surface and subsurface features, verify given atlas information, and identify existing utility conflicts. TEG will perform a full topographic survey within the Project limits. The survey and base information will include digital terrain modeling for contour, profile, and cross-section work.

This step also includes gathering information including, but not limited to, Township utility atlases, other utility atlases, pavement cores, soil borings, environmental reports, drainage calculations, floodplain modelling, etc., as necessary.

At this stage, TEG will coordinate with Rubino Engineering, Inc. to perform the pavement coring and soil sampling for inclusion in the geotechnical report.

2. Data Analysis

Using the data collected in STEP ONE, TEG staff will conduct various analyses as needed. TEG's Project Manager will perform a cost analysis of functional or structural overlay thickness and explore other rehabilitation methods. At this time, permitting requirements will be assessed based on the level of work and TEG will verify no adverse impacts related to drainage.

3. Alternatives Analysis & Comparative Feasibility Assessment

TEG will consult with the Township and provide a preliminary design concept. The concept will be developed with primary goals of:

- Meeting the Township's objectives and budget,
- Maximizing public safety, drainage, and local acceptance,
- Minimizing right-of-way impacts,

- Meeting the Township's code requirements as well as other permitting authorities,
- Identifying the most cost effective and long-term solution for the Township.

4. Development of Plans, Specifications and Estimates

- 1) TEG will use the preliminary engineering and alternatives analysis to develop 75% plans, specifications, and cost estimates in accordance with Local and IDOT Standards.
- 2) TEG will address all Township comments and provide a disposition to those comments.
- 3) TEG will prepare maintenance of traffic and construction staging control concepts for review by the Township.
- 4) The contract plans will include:
 - a. Cover Sheet and Location Map
 - b. Legend, general notes, and typical sections
 - c. Summary and schedule of quantities
 - d. Typical Sections
 - e. Sediment and Erosion Control Plan
 - f. Plan and Profile sheets
 - g. Maintenance of Traffic (MOT) plans
 - h. Construction Details
- 5) Submittals to the Township will be required at 75% and 100% completion. TEG will track these comments and offer a written response to each comment. This will also include an Engineers Estimate of Probable Construction Cost.
- 6) The final step will be bidding assistance; as part of the contract TEG will provide bidding assistance, analysis and recommend award.

5. QA/QC Plan Review

TEG will conduct QA/QC throughout the project, including a final constructability review by a senior construction project manager. It is our experience this leads to smoother construction with fewer changes to cost and schedule.

6. Bid Assistance

TEG will support the Township to ensure a competitive bidding process. TEG will utilize Quest Construction Data Network and our website to host the plans for advertisement. TEG will also be prepared to answer any technical questions that arise during the bidding process, issuing any plan revisions and addendums as determined necessary.

SCOPE OF SERVICES: PHASE III CONSTRUCTION ENGINEERING

One of TEG's strongest assets is its construction management team. The purpose of Phase III construction engineering, which includes construction and post-construction tasks, is to oversee a projects time/schedule, costs, and quality of work. Construction inspection ensures compliance with the approved design engineering plans and construction standards. Phase III engineering is important to all local government projects and especially those more complex projects that involve sensitive environmental areas, underground utilities, utility connections, potable water, sanitary sewer, roadway

subgrade improvements, asphalt paving, street lighting, etc. and those projects that are considered a significant investment of taxpayers' dollars.

The following Scope of Services are offered to the Township for inspection and administration of construction activities.

Pre-Construction Tasks:

1. Chair a preconstruction conference with the contractor, Township, and other parties to discuss the chain of command, communication procedures, goals, objectives, and potential issues.
2. Obtain from the contractor a list of proposed suppliers and subcontractors. Make recommendations to the Township regarding the suitability of the subcontractors for the proposed work.
3. Review the construction schedule submitted by the contractor for compliance with the contract.
4. Review of all material sources and shop drawings for adherence to the plans and specifications. Check and approve or reject and request resubmittal of submittals made by the contractor for compliance with the contract documents.
5. Verify all construction staking for principal components of the work.
6. Assist the Township with public communications in accordance with the Township's preferred method.

Construction Tasks:

1. Maintain an inspector's daily report book in the Township's preferred format appropriate for the project, recording hours on the job site, weather conditions, general and specific observations, daily activities, quantities placed, inspections, decisions, and list of visiting officials.
2. Be present whenever the contractor is performing critical construction work on-site, associated with the Project.
3. Observe the progress and quality of the executed work. Determine if the work is proceeding in accordance with the Contract Documents. TEG shall keep the Township informed of the progress of the work and advise the Township of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents.
4. Serve as the Township's liaison with the contractor working principally through the contractor's field superintendent.
5. TEG will extensively document (via photographs, video and written documentation) the contractor's activities.
6. Cooperate with the contractor in dealing with the various agencies having jurisdiction over the Project.
7. Inspect the work for adherence to permit requirements (IEPA, MWRD, etc.) and adherence to federal/state/county requirements.
8. Review contractor's progress on a weekly basis and update the progress schedule. Compare actual progress to the contractor's approved schedule. If the project falls behind schedule, work with the contractor to determine the appropriate course of action to get back on schedule.

9. Perform traffic control and erosion control checks.
10. To reduce Township costs, TEG proposes to forego independent quality assurance testing by reviewing the contractor's quality control plan for materials incorporated into the Project and conducting reviews of all Portland cement concrete and hot-mix asphalt sampling and testing reports.
11. Prepare payment requisitions and change orders utilizing Township-preferred forms. Review applications for payment with the Contractor for compliance with established submission procedure and forward them with recommendations to the Township.
12. Prior to final inspection, submit to the contractor a list of observed items requiring correction and verify that each correction has been made.
13. Conduct final inspection with the Township and prepare a final list of items to be corrected.
14. Verify that all items on the final list have been corrected and make recommendations to the Township.
15. Maintain a set of Record Drawings on which all changes are noted.

Post-Construction Tasks:

1. Close out project within 30 days after all construction is completed.
2. Obtain and review contractor's record drawings to ensure compliance with requirements established in the technical specifications.
3. Collect as-built horizontal and vertical information using a TEG's GPS device and prepare final Record Drawings.
4. Verify that all documentation is completed and that all material inspections and certifications have been accounted for and are complete.
5. Submit final documentation and complete final close-out.

SCHEDULE

TEG proposes to accomplish the final design engineering between October 2022 and February 2023, thereby allowing construction activities to begin in spring 2023. TEG has identified the primary design tasks and identified the critical path to complete all engineering to proceed with construction in the time frame desired by the Township. Our schedule below depicts an expedited five (5) month duration from the Notice to Proceed through award of the construction contract.

Project Milestones - Estimated Duration - Completion Date

- TEG Contract Award / Board Approval – October 4, 2022
- Notice to Proceed – October 11, 2022
- Data Collection/Design Stage J.U.L.I.E. – 2 Weeks – October 25, 2022
- Topographic Survey/Field Assessment – 4 Weeks – November 22, 2022
- 75% Plan Preparation – 3 Weeks – December 13, 2022
- Township Review/Consensus Reached – 3 Weeks – January 3, 2023
- Final Plans, Specifications, and Estimates – 3 Weeks – January 24, 2023
- Advertise for Bidding – 4 Weeks – January 31, 2023 through February 28, 2023
- Bid Opening – February 28, 2023

WORK EFFORT AND FEE

The following represent what TEG has developed in terms of a complete design and construction engineering cost estimate. We have utilized an IDOT standard Cost Estimate of Consultant Services (CECS) and direct labor multiplier method of compensation. Our proposed Phase III work effort is structured accordingly so that a TEG representative is present at all times when major work is occurring, based on 45 hours per week. For purposes of estimating, TEG is anticipating that all work is completed within 25 Working Days (5 weeks).

Design Engineering Subtotal **\$ 34,041.55**

Construction Engineering Subtotal **\$ 34,234.14**

Proposed Not-to Exceed Fee (Total) **\$ 68,275.70**

While we believe that this estimate accurately reflects our best effort at understanding the scope of work as described in our proposal, we understand that Hanover Township may interpret the scope differently and may seek to add, subtract, or modify the scope or level of effort contained herein. We look forward to being selected by the Township and can negotiate the scope and effort to meet the exact expectation of the Township. TEG is excited to serve Hanover Township and dedicated to providing outstanding service and content.

We look forward to answering any questions that you may have about our firm, staff, or experience. If you have any questions, or require additional information, please feel free to contact me direct at (847) 815-9500 or via email at kevinv@thomas-engineering.com.

In advance, thank you for your consideration.

Sincerely,
thomas engineering group, llc



Kevin VanDeWoestyne, P.E., Env. Sp.
Municipal Department Head

RESOLUTION NO. _____

**A RESOLUTION
TO APPROVE THE DRONE LICENSE AND MUTUAL AID AGREEMENT
BETWEEN MABAS DIVISION II AND HANOVER TOWNSHIP**

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

SECTION ONE: APPROVAL. The Drone License and Mutual Aid Agreement (the "Agreement") between MABAS Division II and Hanover Township, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: October 4, 2022

APPROVED: October 4, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on October 4, 2022, and approved on October 4, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**DRONE LICENSE AND MUTUAL AID AGREEMENT
BETWEEN MABAS DIVISION II AND HANOVER TOWNSHIP**

THIS AGREEMENT (the “Agreement”) is made and entered into this __th day of October, 2022, by and between MABAS Division II, an Illinois not-for-profit corporation, and Hanover Township, an Illinois body politic and corporate. MABAS Division II and Hanover Township may be referred to herein individually a “Party” or collectively as the “Parties.”

WITNESSETH:

WHEREAS, MABAS Division II is comprised of geographically associated units of local government (“Member Units”) having a state-recognized Fire Department and which are party to the Mutual Aid Box Alarm System Agreement (the “MABAS Agreement”); and

WHEREAS, Hanover Township is geographically associated with the Member Units and maintains an Emergency Services Department and Disaster Agency (“HTES”) pursuant to the Illinois Emergency Management Agency Act, 20 ILCS 3305/1 *et seq.*; and

WHEREAS, MABAS Division II is the owner of a DJI Matrice 30T Drone (“the Drone”) and desires to grant a license to Hanover Township for the use of the Drone by HTES in connection with its emergency and non-emergency response operations as provided herein; and

WHEREAS, Hanover Township desires to license from MABAS Division II the use of the Drone and to render assistance to the Member Units in support of the Member Units’ mutual aid operations pursuant to the MABAS Agreement as provided herein; and

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants, promises, and agreements as hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, MABAS Division II and Hanover Township hereby agree as follows:

- 1. LICENSE.** MABAS Division II hereby grants a license to Hanover Township, and Hanover Township hereby licenses from MABAS Division II, the use of the Drone for the Term of this Agreement, as provided herein.
 - a. Use.** Hanover Township shall use the Drone in connection with the emergency and non-emergency response operations of HTES. Hanover Township be the sole operator and custodian, and shall have all rights, privileges, and responsibilities in respect to, the Drone.
 - b. Fee.** In consideration for the license to use the Drone pursuant to this Paragraph 1, Hanover Township shall pay \$5,000.00 to MABAS Division II upon execution of this Agreement by the Parties. No fee or other consideration shall be payable to MABAS Division II or any Member Unit by Hanover Township under this Agreement.
 - c. Maintenance.** Hanover Township agrees to maintain the Drone in a commercially reasonable manner and to protect the Drone from deterioration, normal wear and tear

excepted, for the Term of this Agreement. Except as otherwise provided herein, Hanover Township shall be responsible for the maintenance and repair of the Drone, and MABAS Division II shall have no liability for any of the maintenance or repair costs for the Drone.

2. **MUTUAL AID.** Hanover Township hereby authorizes and directs its Director of Emergency Services, or his designee, to take necessary and proper action to render assistance to MABAS Division II and/or the Member Units, in accordance with Hanover Township's policies and procedures and all applicable federal, state, and local statutes, regulations, and ordinances.
 - a. **Requests.** Whenever an emergency occurs or conditions are such that MABAS Division II and/or a Member Unit determines it advisable to request assistance pursuant to this Paragraph 2, it shall notify HTES of the nature and location of the emergency and the type and amount of equipment, personnel, and/or services to be requested from HTES.
 - b. **Rendering Aid.** If HTES is willing and able to assist, it shall inform the MABAS Division II and/or the Member Unit about the type of available resources and approximate arrival time of such assistance. Any assistance rendered by HTES shall be to the extent of available personnel and equipment, as determined by Hanover Township's Director of Emergency Services, or his designee. Hanover Township shall not be obligated to respond to any request for assistance pursuant to this Paragraph 2 or otherwise.
 - c. **Personnel & Equipment.** HTES personnel that are dispatched to provide assistance to a Member Unit pursuant to this Paragraph 2 will report to and serve under the direction and control of the Incident Commander of the Member Unit and in accordance with the National Incident Management System. Such personnel shall remain employees and/or volunteers of HTES. At all times, HTES shall have the right to withdraw any and all assistance.
 - d. **Compensation.** Equipment, personnel, and services provided pursuant to this Paragraph 2 shall be at no charge to the Member Unit; provided, however, that any expenses recoverable from third parties shall be equitably distributed among the Parties, and that nothing herein shall operate to bar recovery of funds from any state or federal agency.
 - e. **Failure to Render.** The rendering of assistance under this Paragraph 2 shall not be mandatory if local conditions of HTES prohibit response. No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a Party, or its duly authorized agents and personnel, for failure or refusal to render aid, or for the withdrawal of aid, once provided, pursuant to the terms of this Agreement.
3. **TERM.** The term of this Agreement (the "Term") shall commence upon the date first written above and shall terminate on the tenth (10th) anniversary thereof, unless terminated earlier by the mutual consent of the Parties. If a Party is in breach of its obligations under the Agreement, the non-breaching Party shall give the other Party written notice of the breach and allow the other Party an opportunity to cure within sixty (60) days of the receipt of such notice.

4. **INSURANCE.** Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, workers' compensation, and, if applicable, emergency medical service professional liability, with minimum limits of \$1,000,000 auto and \$1,000,000 combined single limits general liability and professional liability. In addition, Hanover Township shall procure and maintain, at its sole cost and exclusive expense, property insurance for unmanned aircraft systems with appropriate limits, as determined by Hanover Township, to cover the risk of damage or loss to the Drone. No Party shall have any obligation to provide or extend insurance coverage for any of the items enumerated herein to any other party hereto or its personnel. The obligation of this Paragraph 4 may be satisfied by a Party's membership in a self-insured pool, or a self-insured plan or arrangement with an insurance provider approved by the State of Illinois. Upon request, a Party shall provide copies or other evidence of compliance with the provisions of this Paragraph 4 to the other Party. Each Party understands and agrees that any insurance coverage obtained shall in no way limit that Party's responsibility under Paragraph 5 of this Agreement to indemnify and hold the other Party harmless from such liability.
5. **INDEMNIFICATION.** Each Party agrees to waive all claims against the other Party for any loss, damage, personal injury, or death occurring in consequence of the performance of this Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a Party or its personnel. Each Party requesting assistance pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify, and defend the Party rendering assistance and its employees and/or volunteers from any and all claims, causes of action, demands, liability, damages, losses, expenses (including attorneys' fees), or suits in law or in equity which are made by a third party; provided, however, that all employee benefits, wage and disability payments, pensions, workers' compensation claims, damage to or destruction of equipment or clothing, and medical expenses of the Party rendering aid or its employees and/or volunteers shall be the sole and exclusive responsibility of the Party rendering aid; and provided, further, that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Party rendering aid.
6. **NOTICE OF CLAIM OR SUIT.** Each Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect the other Party shall provide prompt and timely notice to the Party who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.
7. **NO WAIVER OF PRIVILEGES OR IMMUNITIES.** No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions of state or federal law, as now in effect or hereafter amended.
8. **GOVERNING LAW.** This Agreement shall be governed, interpreted, and construed in accordance with the law of the state of Illinois.
9. **BINDING EFFECT.** This Agreement shall be binding upon and inure to the benefit of any successor entity which may assume the obligations of any Party; provided, however, that this

Agreement may not be assigned by a Party without prior written consent of the other Party. Any amendments to this Agreement must be in writing and executed by both Parties.

10. NOTICE. All notices hereunder shall be in writing and shall be served personally or by registered mail or certified mail, return receipt requested, postage prepaid, addressed as follows:

If to the Township: Director of Emergency Services
 Hanover Township
 250 S. Route 59
 Bartlett, IL 60103

If to MABAS Division II: _____

11. SEVERABILITY. The invalidity of any provision of this Agreement shall not render invalid any other provision. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, that provision shall be deemed severable and this Agreement may be enforced with that provision severed or modified by court order.

12. COUNTERPARTS. This Agreement may be executed in multiple counterparts or duplicate originals, each of which shall constitute and be deemed as one and the same document.

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

HANOVER TOWNSHIP

MABAS DIVISION II

Brian P. McGuire
Township Supervisor

By: _____
Its: _____

Date: _____

Date: _____

ATTEST:

ATTEST:

Katy Dolan Baumer
Township Clerk

By: _____
Its: _____

RESOLUTION NO. _____

**A RESOLUTION
TO AMEND USER FEES AND DEPOSITS FOR
HANOVER TOWNSHIP FACILITIES**

WHEREAS, Hanover Township (the “Township”) is the fee simple owner and operator of certain property containing buildings, structures, and other facilities used for the conduct of Township operations (the “Township Facilities”), including, but not limited to, the Izaak Walton Youth Center located at 899 Jay Street in Elgin, Illinois; and

WHEREAS, the Township seeks to occasionally make the Township Facilities available to certain individuals, groups, and entities for purposes other than the conduct of Township operations, including cultural, educational, and civic activities; and

WHEREAS, Article 6 of the Rules and Regulations Regarding the Hanover Township Facilities (the “Rules and Regulations”) provides for the Township Supervisor and Board of Trustees (the “Township Board”) to establish fees and deposits for the use of Township Facilities for cultural, educational, civic, and other activities; and

WHEREAS, the Township Board from time-to-time to reviews and, when necessary, amends the fees and deposits for the use of Township Facilities, *inter alia*, to ensure the proper operation and maintenance of the Township Facilities; and

WHEREAS, the Township Board has reviewed the fees and deposits for the use of Township Facilities and deems it reasonable and necessary to amend the fees and deposits for the use of the Izaak Walton Youth Center as set forth herein; and

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

SECTION ONE: INCORPORATION. The foregoing recitals are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: AMENDMENTS. The fees and deposits for the use of the Izaak Walton Youth Center for cultural, educational, civic, and other activities pursuant to Chapter 6 of the Rules & Regulations are hereby amended as follows:

Non-Refundable Fee:	\$175.00 per day (resident)
	\$225.00 per day (non-resident)
Security Deposit:	\$120.00 (no use of kitchen)
	\$420.00 (use of kitchen)

All fees and deposits shall be subject to the rules, regulations, policies, procedures, terms, and conditions set forth in the Rules & Regulations and the Township Facilities Use Permit Application & Agreement, as may be amended from time-to-time.

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

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: October 4, 2022

APPROVED: October 4, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on October 4, 2022, and approved on October 4, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



MEMORANDUM

Date: September 30, 2022
To: Hanover Township Board and Officials
From: Kristin Vana, Assistant Township Administrator
Alex Imperato, Resident Services Assistant
Re: Electronic Marquee Sign Replacement

The Township's electronic sign visible on Route 59 in front of the William Tiknis Campus is in need of replacement. The current sign is a 16mm pixelated, mono-color sign and was purchased in 2006. Although the sign was scheduled to be replaced later this year, the piece of equipment necessary to connect to the electronic sign to update messages is no longer functioning. Multiple efforts have been made to repair the current sign including contacting the manufacturer for the part needing replacement or for alternative access to the electronic sign software. Unfortunately, staff was notified that the equipment and software for the current sign is no longer available and there is no updated software compatible with the Township's sign due to its age. The Township's information technology provider, ProxIT, also investigated the electronic sign issues and concurred that no additional software or equipment is available to repair the sign.

Staff has researched and spoke with 4 companies and received a total of 3 quotes to replace the electronic sign. The current monument surrounding the electronic sign is not in need of replacement and staff will consider replacing the signage at the top of the monument at a later date. The dimensions for the electronic sign will remain the same, however updates like color and wireless capabilities for software access are now available and recommended. All signs quoted are LED message boards with varying pixels ranging from 9mm to 16mm. The higher the pixel, the less LED lights, however you can see the sign from a further distance with a higher pixel. The lower pixel sign offers a higher resolution picture and still offers optimal viewing for those driving down Route 59. There are various manufacturers for LED message boards with the most well-known being WatchFire, Daktronics, and Cirrus. WatchFire and Cirrus signs are the closest in comparison based on software capabilities and color sign offerings.

The first quote received is from Doyle Signs, who is the vendor the Township used to purchase the original electronic sign. The manufacturer is WatchFire Signs, who currently has the awarded contract with the cooperative purchasing group, Equalis. The software associated with this sign is an updated version of the software staff currently uses and allows multiple users to

access software to manage messages and pictures on the sign. The hardware is under warranty for five years and technology support is available locally. Staff received a quote for a 10mm sign of \$35,400 and a 16mm pixel sign for \$32,300. The projected installation time for either sign through Doyle Signs is approximately 8-10 weeks.

The second quote received is from Sign-A-Rama. The manufacturer through Sign-A-Rama is Cirrus, which is also a well-known company for electronic signs. This quote includes an electronic sign in color and access to software for message management for multiple users. Sign-A-Rama quoted a 12mm sign at \$19,947.65 and a 9mm sign at \$24,720.46. Both the 12mm and 9mm signs offer a much higher resolution in comparison to the current sign and would be clearly visible on Route 59. The hardware is under warranty for five years and technology support is available locally. The projected installation time is approximately 2-3 weeks for the 12mm sign and 3-4 weeks for the 9mm sign.

The third quote received is from Johnson Signs and the sign included in the quote is a Daktronics LED message board. As with the previous quotes mentioned, this quote includes a color sign and access to software for multiple users to manage messages. Johnson Signs quoted a 15mm sign for \$32,626. The 15mm sign would offer a slight improvement in resolution from the current sign. The projected installation time is 10-12 weeks.

Staff also spoke with All-Right Signs who offered to quote additional size signs, however noted additional quotes would be well over \$30,000 with a projected installation time of approximately 12-15 weeks. They were unable to provide specific quotes in a reasonable amount of time.

It is recommended the Township move forward with the purchase of the 9mm Cirrus sign through Sign-A-Rama in the amount of \$24,720.46, which provides a higher resolution than the current sign, full color message board, software management for multiple users, local technology support, and the shortest projected installation time.

Thank you for your consideration.

DOYLE SIGNS, INC.

232 Interstate Road Addison, IL 60101
(630)543-9490 FAX (630)543-9493

Proposal submitted to Hanover Township	Phone Number 630-837-0301	Date 9-29-22 REV
Street 250 South Illinois Rt. 59	Fax Number	Project Location: Hanover Township
City, State and Zip Code Bartlett, IL 60103	E-Mail Address aimperato@hanover-township.org	250 South Illinois Rt. 59
Contact: Alex Imperato	Mobile Number	Bartlett, IL 60103

Description: Remove & replace digital sign	Price	Extension
A Remove and scrap existing DF 35mm, monochrome amber digital sign boards	\$490.00	\$490.00
B Furnish & install: (1) Watchfire, 41"H x 8'-3"W x 5"D, 10mm Twinpak digital sign with 3x8' viewing area; 90x240 LED matrix, capable of 11 lines /48 characters @ 3" type; includes: * Broadband wireless communication * Life-of-sign data plan on the Verizon network. * Temperature sensor * Ignite operating system * Extensive library of EasyArt graphics * Webinar software training * Standard 5-year warranty on all parts, 1 year labor * Award-winning tech support Installation includes mounting new digital sign to masonry columns, hooking up to existing power, installing Ignite software on designated computer, establishing communication from the host computer to the digital sign.	\$35,400.00	\$35,400.00
C Option 2: 16mm digital sign, capable of 6 lines / 28.8 characters @ 4" type; 54x144 LED matrix, all other inclusions remain the same.	\$32,200.00	
Estimated sales tax	additional	additional
Required permit fees are additional (at cost of each permit, plus stafftime)	additional	additional

TOTAL:**We propose to furnish material and labor - complete in accordance with above specifications, for the sum of:****\$35,890.00**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner may carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

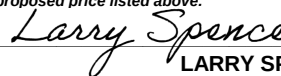
REQUIRED DEPOSIT **\$17,945.00**

- * Landlord approval is by others.
- * Hook-up to your 120V primary service within 5'0" of electrical wall signs and at the base of electrical ground signs is included.
- * Engineering is additional if required.
- * There will be additional charges for any poor soil conditions that require additional excavation, fill or concrete.
- * Doyle Signs, Inc. is not responsible for damage to underground sprinkler systems.
- * Any insurance required in addition to our standard insurance coverages will be added to the price of this quote at cost plus 10% and includes, but is not limited to requests for any special endorsements, primary, non-contributory umbrella coverage, waivers of subrogations, performance and payment bonds.
- * The customer agrees that in the event that the invoice is not paid in full within the payment terms, Doyle Signs, Inc. reserves the right to remove the signage in question.
- * Cancellation expense: 50% of the sale price if work has not been started, and 90% if work has been started but not completed.
- * Digital artwork is to be provided with order for custom logos. Any computer time by Doyle to 'vectorize' art is additional.
- * The customer is responsible for the cost of all products furnished and installed per approved drawing including content, design, color and trademark.

Payment to be made as follows:***** 50% down payment with order and balance due upon completion.**

A 3% service charge for the use of a credit card will be incurred in addition to the proposed price listed above.
Your order will be processed only when the deposit is received.

Authorized Signature: _____


LARRY SPENCE*Note: This proposal may be withdrawn if not accepted within 45 days.*

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____



8088 McCormick Blvd
Skokie, IL 60076
(847) 324-5500

ESTIMATE

ES-S-6218

The way to grow your business.
www.signarama.com/il-skokie

Payment Terms: Cash Customer

DESCRIPTION: LED Message Boards (EMCs) sign for the existing monument sign

Bill To: Hanover Township
250 South Illinois Route 59
Bartlett, IL 60103
US

Pickup At: Signarama Skokie
250 South Illinois Route 59
Bartlett, IL 60103
US

Requested By: Alexandra Imperato
Email: aimperato@hanover-township.org
Work Phone: 6308370301

Salesperson: House Signarama Skokie

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 Option 1 - LED Message Boards (EMCs) sign 12mm	1	\$17,927.65	\$17,927.65
1.1 LED Message Boards (EMCs) - Part Qty: 1			
Text: Module: BladeM (SMD) Operating temp: 158F to -40F LED color: Full Color RGB Max continuous power: 1,780.00 watts Pixel pitch: 12mm Max current @ 120V: 14.83 amps Configuration: Double-Sided Input voltage: 120V - 240V Square feet: 24sqft (per face) Additional power inputs: 0 Power Boosters Display dimensions: 3 feet tall x 8 feet wide Dimming: Scheduled or manual Viewing angle: 160° Horizontal/90° Vertical Estimated LED lifetime: 100,000 hours Frames per second: 60fps Servicing: Front and rear serviceable Viewing area: 3 feet tall x 8 feet wide Software: Free updates/Lifetime training & support Display matrix: 72x192 Warranty: 5 Years hardware Total weight: 276 lbs			
2 Option 2 - LED Message Boards (EMCs) sign 9mm	1	\$22,700.46	\$22,700.46

2.1 LED Message Boards (EMCs) -

Part Qty: 1

Text: Module: BladeM (SMD)
Operating temp: 158F to -40F
LED color: Full Color RGB
Max continuous power: 2,620.00 watts
Pixel pitch: 9mm
Max current @ 240V: 10.92 amps
Configuration: Double-Sided
Input voltage: 208V - 240V
Square feet: 24sqft (per face)
Additional power inputs: 0 Power Boosters
Display dimensions: 3 feet tall x 8 feet wide
Dimming: Scheduled or manual
Viewing angle: 160° Horizontal/90° Vertical
Estimated LED lifetime: 100,000 hours
Frames per second: 60fps
Servicing: Front and rear serviceable
Viewing area: 3 feet tall x 8 feet wide
Software: Free updates/Lifetime training & support
Display matrix: 96x256
Warranty: 5 Years hardware
Total weight: 276 lbs

3	Removal of the old sign & Installing new sign	1	\$2,020.00	\$2,020.00
3.1	Installation - bucket truck - - # of Hours: 10			

Thank you for your interest in our products and services. Please find your quotation attached to this email. Please respond back with your approval to proceed with this quote. A 50% deposit is due upon acceptance of this order and complete payment upon completion. We look forward to working with you on this project. Please call or write if you have any further questions.

Subtotal:	\$42,648.11
Taxes:	\$4,164.38
Grand Total:	\$46,812.49

Signature: _____ Date: _____

From: John Johnson <john@cjohnsonsignco.com>
Sent: Friday, September 30, 2022 2:22 PM
To: Alex Imperato <aimperato@hanover-township.org>
Subject: Message Board pricing

EXTERNAL

Alex,

The pricing is approximate due to a lot of factors never seeing the location the exact size and then the other mitigating circumstances.

We have a 20 year background with Daktronics so the figures are based on the following series. GS6 -15.85 mm RGB (color) Double face with life time Verizon cell plan to connect with cloud based communications with the sign with no additional monthly costs.

It comes with a 5 year 100% parts replacement from Daktronics and one year 100% from us.

We have two sizes: 2'7" x 8'1" 40 x 150 Matrix. \$ 32,626.00 installed

Now if you need the 3' 8" x 8' 1" 60 x 150 Matrix size the cost would be in the range of \$ 2,000 to \$ 3,000 more.

I attached a catalog link so you can look up the details on these two models Page 32.

https://p.widencdn.net/unluxw/CATALOG_Digital-Display-Solutions-Business-and-Community-Applications-RSLR

The price should be in the ball park with out doing a field survey. Again it could be off by \$ 2000.00

Hope this helps.
John

John C. Johnson



9615 Waveland Ave.
Franklin Park, IL 60131
847-678-2092 ext 11
847-630-2092 Cell
847-671-1599 Fax

john@cjohnsonsignco.com
www.cjohnsonsignco.com