



Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Interim Village Manager
Courtney Sage

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR MEETING

2121 W. Lake Street, Room 214, Hanover Park, IL 60133

Thursday, June 18, 2026
7:00 p.m.

AGENDA

1. CALL TO ORDER – ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. ACCEPTANCE OF AGENDA

4. PRESENTATIONS

- a. Proclamation – Firefighter Hernandez
- b. Proclamation – Juneteenth Celebration Day

5. TOWNHALL SESSION

Persons wishing to address the public body must register prior to Call to Order.
Please note that public comment is limited to 5 minutes.

6. VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG

7. MOVE TO APPROVE BY OMNIBUS VOTE ITEMS ON THE CONSENT AGENDA.

Consent Agenda - Omnibus Vote

Illinois law permits municipalities to adopt by one single unanimous roll-call vote of the Board of Trustees and the Village President a group of designated ordinances, orders, resolutions, or motions placed together for voting purposes in a single group.

All items marked with (C.A.) are considered routine and thus are considered to be on the Consent Agenda. Following the motion's second, a brief discussion may be held about any designated item. If lengthier discussion or debate is needed, any Trustee or the Village President may request any item to be removed from the motion and those items will be considered during the regular course of the meeting as they appear on the agenda.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

- 7-A.1
(C.A.)** Motion to approve the minutes of the special Board Workshop of May 21, 2026.
- 7-A.2
(C.A.)** Motion to approve the minutes of the regular Board meeting of May 21, 2026.
- 7-A.3
(C.A.)** Motion to pass an Ordinance increasing the number of Class A liquor licenses (Fogon Mestizo, LLC).
- 7-A.4
(C.A.)** Motion to pass an Ordinance increasing the number of Class A liquor licenses (Monroe’s Hanover Park LLC).
- 7-A.5
(C.A.)** Motion to authorize the proposal from Precision Pavement Marking, Inc. to refresh pavement markings as part of the 2026 Pavement Marking Project on various streets in an amount not to exceed \$35,000 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.6
(C.A.)** Motion to approve the first year of a three-year contract with ENCAP, Inc. for Native Landscape Maintenance in the amount of \$31,000 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.7
(C.A.)** Motion to pass an Ordinance authorizing the disposal of personal property owned by the Village of Hanover Park and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.8
(C.A.)** Motion to pass a Resolution authorizing an Operation and Maintenance Sublease Agreement of a coffee shop in the Metra Train Station in the Village of Hanover Park (Valentina Da Silva and Ana Escalona (“Sublessee”) and approval of the one-year rent abatement as outlined in the Lease Proposal.
- 7-A.9
(C.A.)** Motion to approve a Master Planning Services Agreement with Leopardo Construction in the amount of \$164,894 for the development of a Campus Master Plan and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.10** Motion to pass an Ordinance amending Chapter 6, The Hanover Park Sign Code, of the Municipal Code of the Village of Hanover Park.
- 7-A.11** Motion to waive competitive bidding and approve the proposal from Professional Prestress Services in the amount of \$59,400.00 and authorize the Interim Village Manager to execute the necessary documents. *A two-thirds vote of the corporate authority is required.*
- 7-A.12** Motion to approve Warrant 6/18/2026 in the amount of \$211,269.51.
- 7-A.13** Motion to approve Warrant Paid in Advance (6/2/2026-6/10/2026) in the amount of \$764,194.99.

8. INTERIM VILLAGE MANAGER’S REPORT – COURTNEY SAGE
 - a. Monthly Treasurer’s Report – May 2026
9. VILLAGE CLERK’S REPORT – KRISTY MERRILL
10. CORPORATION COUNSEL’S REPORT – ANDREW ACKER
11. VILLAGE TRUSTEES REPORTS
 - 11-A. JON KUNKEL
 - 11-B. YASMEEN BANKOLE
 - 11-C. JENNI BROCCOLINO
 - 11-D. TROY ALBUCK
 - 11-E. LIZA GUTIERREZ
 - 11-F. HERB PORTER
12. EXECUTIVE SESSION – None Scheduled
13. ADJOURNMENT



proclamation

WHEREAS, Firefighter Paramedic Jesus Hernandez retired from the Village of Hanover Park on June 17, 2026, after having served almost 24 years with the Village Fire Department; and

WHEREAS, Firefighter Paramedic Jesus Hernandez served as a part-time firefighter for 3 and 1/2 years before being appointed as a full-time firefighter on April 20, 2006; and,

WHEREAS, Firefighter Jesus Hernandez is known as a dedicated individual who has served in the Fire Department beyond his normal duties by working with the Training Division, and serving as an EMS Coordinator; and,

WHEREAS, Firefighter Jesus Hernandez has been awarded numerous certifications including Illinois Licensed Paramedic, Advanced Technician Firefighter, Hazardous Materials Technician, Vehicle and Machinery Technician, Vertical Rescue Specialist, and an Associates of Applied Sciences; and,

WHEREAS, In his service to our community, Firefighter Jesus Hernandez has been awarded a special commendation ribbon for his work with the SMARTER research project, one Critical Care Citation, and one Company Citation for his actions and high performance at emergency scenes over his career; and,

NOW, THEREFORE, I, Rodney S. Craig, Village President of the Village of Hanover Park, do hereby join elected officials and the people of the Village of Hanover Park in expressing our deepest appreciation to Firefighter Jesus Hernandez for his loyal and dedicated service. I extend my personal best wishes upon his retirement and for continued success in his pursuit of health and happiness, in whatever he chooses to do.

dated this 18th day of June, 2026

Rodney S. Craig
Mayor of the Village of Hanover Park

Kristy Merrill
Village Clerk



proclamation

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, which led to the passing of the 13th Amendment which formally abolished slavery in the United States of America; and

WHEREAS, news regarding the signing of the Emancipation Proclamation was delayed and didn't reach authorities and African Americans in the South and Southwestern areas of the United States until June 19, 1865; and

WHEREAS, June 19th holds a special place of significance and meaning to the African-American community; and

WHEREAS, "Juneteenth" is a combination of the words "June" and "Nineteenth," and the occasion has been celebrated for over 150 years; and

WHEREAS, Juneteenth is an opportunity to celebrate the accomplishments and contributions of African Americans; and

WHEREAS, a Juneteenth celebration in the Village of Hanover Park will take place on Saturday, June 20, 2026, at the Hanover Park Sports Complex, 1200 Sycamore, Hanover Park;

NOW, THEREFORE, I, Rodney S. Craig, Mayor of the Village of Hanover Park, Illinois, do hereby proclaim **Saturday, June 20, 2026** as **Juneteenth Celebration Day** in the Village of Hanover Park, Illinois and encourage all residents to become more aware of the significance of this celebration in African-American history and in the heritage of our nation by attending the Juneteenth Celebration hosted by the Hanover Park Sister Cities Committee on Saturday, June 20, 2026 at 12:00 noon at the Sports Complex in Hanover Park.

dated this 18th day of June 2026

Rodney S. Craig
Mayor of the Village of Hanover Park

Kristy Merrill
Village Clerk



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7-A.1

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Interim Village Manager
Courtney Sage

VILLAGE OF HANOVER PARK

VILLAGE BOARD SPECIAL WORKSHOP MEETING 2121 Lake Street, Hanover Park, IL 60133

**Thursday, May 21, 2026
6:00 p.m.**

MINUTES

1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 6:03 p.m.

Roll Call:

PRESENT: Trustees: Gutierrez, Albuck, Kunkel, Porter, Bankole

ABSENT: Trustee(s): Broccolino
Village Attorney Bernard Paul

Quorum established.

ALSO PRESENT: Interim Village Manager Sage and Department Heads.

2. ACCEPTANCE OF AGENDA

Motion by Trustee Kunkel and second by Trustee Gutierrez to accept the agenda.

Voice Vote

All Ayes

Upon voice vote, motion carried.

4. DISCUSSION ITEMS

- a. Sign Code Update

Presentation by Community and Economic Development Director Govind. She noted that staff reviewed the temporary signage regulations in the Municipal Code and that tonight's presentation will focus on new businesses and properties with limited frontage.

Director Govind spoke to the challenges involving visibility, sign variations, and identified several areas as examples. She spoke to the importance of visibility while maintaining the integrity of aesthetics.

Director Govind also provided the status of the Raki Restaurant and a potential monument sign at their location and noted that the restaurant owner will work directly with the building owner to put up a permanent monument sign.

Questions fielded and answered.

Director Govind continued her presentation regarding the current sign variation process and proposed temporary signage amendments, including increasing the duration of temporary signs and allowing new types of temporary signs (i.e., coming soon signs and directory signs). She proposed that the starting time for the coming soon sign be at the time that the business license is issued and allowing a one-time extension if necessary.

Discussion ensued regarding compliance, placement of signs, avoidance of repetition, various options that can be used, and the updating of existing signs.

Questions were fielded and answered.

Director Govind then turned her attention to directory signs, stating that they are wall mounted and improve tenant visibility while providing an organized permanent solution.

Questions fielded and answered.

There was consensus by the Board directing staff to provide ideas and recommendations as to what the directory signs will look like and to continue with the presentation under the Interim Village Manager Report during the regular Board meeting.

6. ADJOURNMENT

Motion by Trustee Kunkel and second by Trustee Bankole to adjourn.

Voice Vote

All Ayes

Upon Voice Vote, Motion carried.

Meeting adjourned at 6:52 p.m.

Recorded and transcribed by Tish Clark Deputy Village Clerk

Minutes approved by President and Board of Trustees on this: 18th day of June 2026.



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7-A.2

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Interim Village Manager
Courtney Sage

VILLAGE OF HANOVER PARK

VILLAGE BOARD
REGULAR MEETING
2121 Lake Street, Hanover Park, IL 60133

Thursday, May 21, 2026
7:00 p.m.

MINUTES

1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: Trustees: Kunkel, Bankole, Albuck, Gutiérrez, Porter

ABSENT: Trustee(s): Broccolino
Village Attorney Bernard Paul

Quorum established.

ALSO PRESENT: Attorney Andrew Acker, Interim Village Manager Sage, and Department Heads.

2. PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

Recital of the Pledge of Allegiance to the United States of America.

3. ACCEPTANCE OF AGENDA

Motion by Trustee Kunkel and seconded by Trustee Gutierrez to accept the agenda.

Trustee Albuck asked that agenda item 7-A.7 from the consent agenda.

Roll Call:

AYES: Bankole, Albuck, Gutiérrez, Porter, Kunkel

NAYS: None

ABSENT: Broccolino

ABSTENTION: None

Motion carried.

4. PRESENTATIONS

None.

5. TOWNHALL SESSION

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes

Ms. Christine McQueen introduced herself to the Board.

6. VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG

President Craig reported on recent activities, including two trips to Springfield for meetings with legislators and attendance at a Purple Heart Hall of Fame event. He also completed a two-day initial training course for Mayors, which he found valuable for understanding generational and cultural differences in public service. He provided updates on conversations with state legislators regarding Local Government Distributive Fund (LGDF) concerns, unfunded mandates, and the potential impact of statewide building initiatives on municipal infrastructure costs. He emphasized the Village's commitment to maintaining affordability for residents while managing water, sewer, and stormwater capacity responsibly. President Craig also spoke about statewide municipal cooperation through councils of government and the Mayors Caucus. He noted that discussions in Springfield continue, especially regarding LGDF, infrastructure funding, and other legislative matters. He stated that remains committed to advancing the Village's interests in ongoing legislative sessions.

7. Motion by Trustee Kunkel and second by Trustee Albuck to approve Consent Agenda by Omnibus vote.

Roll Call:

AYES: Albuck, Gutiérrez, Porter, Kunkel, Bankole
 NAYS: None
 ABSENT: Broccolino
 ABSTENTION: None

Motion carried.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

7-A.1 Motion to approve the minutes of the special Board Workshop of April 23, 2026.
(C.A.)

7-A.2 Motion to approve the minutes of the regular Board meeting of April 28, 2026.
(C.A.)

7-A.3 Motion to approve the minutes of the regular Board meeting of May 7, 2026.
(C.A.)

7-A.4 Motion to consent to the Village President's appointment of Leonardo Aldo Abate as an auxiliary member of
(C.A.) the Development Commission for a term ending on April 30, 2029.

7-A.5 Motion to consent to the Village President's appointment of Kristy Merrill as a regular member of the
(C.A.) Environmental Committee for a term ending on April 30, 2029.

7-A.6 Motion to authorize the annual support and maintenance payment to Tyler Technologies for the New World
(C.A.) ERP software system in the amount of \$117,383.42.

7-A.8 Motion to authorize a purchase order with McCann Industries in the Amount of \$84,121 for the purchase of a
(C.A.) 2026 Takeuchi TB 250 and attachments and authorize the Interim Village Manager to execute the necessary documents.

7-A.9 (C.A.) Motion to pass a Resolution approving an Agreement for Grant Award No. 24-203430 between the State of Illinois' Department of Commerce and Economic Opportunity and the Village of Hanover Park for Fire Station 16.

7-A.10 (C.A.) Motion to approve the proposal from Core & Main to purchase (10) fire hydrants in the amount of \$55,860 and authorize the Interim Village Manager to execute the necessary documents.

7-A.7 Motion by Trustee Albuck and second by Trustee Kunkel to establish a purchase order to Traffic Logix Corporation for twelve (12) radar speed signs and associated accessories in an amount not to exceed \$37,156.00 and authorize the Interim Village Manager to execute the necessary documents.

Questions fielded and answered.

Roll Call:

AYES: Bankole, Gutiérrez, Porter, Kunkel
NAYS: Albuck
ABSENT: Broccolino
ABSTENTION: None

Motion carried.

7-A.11 Motion by Trustee Gutierrez and second by Trustee Bankole to approve Warrant 5/21/2026 in the amount of \$817,801.83.

No discussion.

Roll Call:

AYES: Gutiérrez, Porter, Kunkel, Bankole, Albuck
NAYS: None
ABSENT: Broccolino
ABSTENTION: None

Motion carried.

7-A.12 Motion by Trustee Kunkel and second by Trustee Gutierrez to approve Warrant Paid in Advance (4/30/2026-5/13/2026) in the amount of \$714,984.37.

No discussion.

Roll Call:

AYES: Porter, Kunkel, Bankole, Albuck, Gutiérrez
NAYS: None
ABSENT: Broccolino
ABSTENTION: None

Motion carried.

8. INTERIM VILLAGE MANAGER'S REPORT – COURTNEY SAGE

Monthly Treasurer's Report – March and April 2026

Interim Village Manager Sage made herself available for questions.

No questions.

Director of Community and Economic Development Govind was asked to continue the remaining portion of her presentation on Sign Code Amendments from the preceding workshop meeting.

Staff presented proposed updates to the Village's sign regulations, focusing on special promotion signs, grand opening banners, feather signs, and roadway directional signs. The Economic Development Committee (EDC) previously reviewed and supported the proposed changes.

Special Promotion Signs

Current code allows:

- Four permits per year
- Ten days per permit
- Option to combine two permits into a single twenty-day event

Staff proposed:

- The increase of each permit period from ten to fifteen days
- Keep the annual limit to four events
- Allow the combined permits for up to thirty days with a required thirty-day gap between events, which increases the total allowable promotional days annually from forty to sixty days

Questions fielded and answered.

The Board was supportive of the increase from ten to fifteen days.

Grand Opening Banners

Current code allows:

- Thirty days for grand opening signs

Staff proposed:

- Increasing opening banners to sixty days.

Questions fielded and answered. The Board was supportive of the increase from thirty to sixty days.

Feather Signs (Pilot Program Proposal)

Staff noted that feather signs are currently prohibited in the Municipal Code. Staff proposed a controlled pilot program to increase visibility for new businesses

- One Village-provided feather sign per new B-1 or B-2 commercial business.
- Sign would feature standardized Village branding and state Now Open.
- Allowed for thirty days only.
- Businesses required to pay a refundable deposit of \$250 to ensure return.
- Installation completed by business owner with placement restrictions
- Require liability waivers

Questions fielded and answered.

The Board had mixed views but agreed to a one-year pilot program with staff reporting back to the Board.

Roadway Directional Signs

Staff reported that examples from Schaumburg cannot be replicated in Hanover Park due to road ownership by IDOT and other agencies, that IDOT approval could take months, and sign panels would be too small to be useful.

- Staff recommended not pursuing directional signage and the Board agreed with their recommendation.

Direction was received from the Board for staff to prepare a draft ordinance for first reading, followed by a second reading and provide a copy of the draft to the Board prior to the next Board meeting on June 18th.

Trustee Porter left at 8:00 p.m.

9. VILLAGE CLERK'S REPORT – KRISTY MERRILL

No report.

10. CORPORATION COUNSEL'S REPORT – BERNARD Z. PAUL

No report by Attorney Andrew Acker.

11. VILLAGE TRUSTEES REPORTS**11-A. YASMEEN BANKOLE**

Trustee Bankole congratulated Public Works Director Moore and the award-winning Public Works Department for their work overseeing the Arlington Bridge project, noting that residents are very pleased the bridge has reopened. She also reminded all that Seafari Springs's opening day is June 6th and encouraged anyone interested to consider applying for available lifeguard positions.

Trustee Porter recognized at 8:04 p.m.

President Craig recognized that he had skipped Village Clerk's report and addressed the question at this time. It was noted by Deputy Village Clerk Clark that there is no report.

11-B. JENNI BROCCOLINO

Absent.

11-C. TROY ALBUCK

Trustee Albeck spoke to staff's extensive effort related to the Arlington Bridge project. He also spoke to the upcoming Memorial Day holiday and encouraged residents not only to remember and honor those who lost their lives in service but also to support veterans and those currently serving.

11-D. LIZA GUTIERREZ

No report.

11-E. HERB PORTER

Trustee Porter spoke to his recent attendance at a CEDA Board meeting, noting that LIHEAP funding is expected to be fully funded despite earlier concerns about cuts. He stated that SNAP benefits have already been reduced with no anticipated restoration and expressed concern that federal funding for the Water Assistance Program may also be reduced during upcoming legislative sessions, which could burden residents. He noted that he also attended the final meeting of the year for the Alignment Collaborative for Education, an organization supported annually by the Village. He thanked Village administration, Police, and Fire Departments for accepting student interns, noting the value of the internship program. He spoke to a recent national mental health conference held in Naperville and stressed the need for a continued focus on expanding access to mental health care.

11-F. JON KUNKEL

Trustee Kunkel spoke to his recent attendance at the Schaumburg Airport Board meeting and noted that the airport has a five-mile buffer zone for flights, and that any future drone show held by the Village will require notification to notify and get clearance from airport authorities. He also reminded the public that the Village's Juneteenth event will take place on June 20th at 12:00 p.m. at the Sports Complex.

12. EXECUTIVE SESSION

Motion by Trustee Gutierrez and second by Trustee Kunkel to enter into Executive Session and return to open meeting per the following sections:

- a. Section 2(c)(2) – Collective Bargaining
- b. Section 2(c)(6) Setting the price for the sale of Village-owned property
- c. Section 2(c)(11) Litigation and Probable Litigation

Roll Call:

AYES: Kunkel, Bankole, Albuck, Gutiérrez, Porter
 NAYS: None
 ABSENT: Broccolino
 ABSTENTION: None

Motion carried.

Left for Executive Session at 8:20 p.m.

Motion by Trustee Albuck and second by Trustee Kunkel to return to open meeting

Roll call:

AYES: Porter, Kunkel, Albuck, Gutiérrez, Bankole
 NAYS: None
 ABSENT: Broccolino
 ABSTENTION: None

Motion carried.

Returned from Executive Session at 9:05 p.m.

13. ADJOURNMENT

Motion by Trustee Kunkel and second by Trustee Albuck to adjourn.

Voice vote:

All Ayes.

Upon voice vote, motion carried.

Meeting adjourned at 9:06 p.m.

Recorded and transcribed by Deputy Village Clerk Clark

Minutes approved by President and Board of Trustees on this: 18th day of June 2026.



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Kristy Merrill, Village Clerk

SUBJECT: Increase the number of Class A Liquor Licenses for the retail sale of all alcoholic liquor for consumption on the premises only (Fogon Mestizo, LLC)

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Pass an Ordinance to increase the number of Class A Liquor Licenses to sixteen.

Discussion

Fogon Mestizo, LLC. is requesting a Class A liquor license to open an establishment located on 7219 Orchard Ln. in Hanover Park.

Fogon Mestizo LLC has applied for a Class A Liquor License. A Class A license is for the retail sale of all alcoholic liquor for consumption on the premises only.

The Liquor Commission reviewed the application and held a hearing on June 9, 2026, and recommend that the Ordinance be approved. If approved, the number of Class A liquor licenses would increase to sixteen (16).

Recommended Action

Motion to pass an Ordinance increasing the number of Class A liquor licenses (Fogon Mestizo, LLC).

Agreement Name: _____ NONE _____

Executed By: _____

Regular Board Meeting
June 18, 2026 Pg. 14

ORDINANCE NO. O-26-**AN ORDINANCE INCREASING THE NUMBER OF CLASS A LIQUOR LICENSES
(Fogon Mestizo, LLC)**

WHEREAS, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; and

WHEREAS, the Liquor Control Commissioner has determined that Fogon Mestizo, LLC, is qualified for a Class A liquor license for the premises located at 7219 Orchard Ln, Hanover Park, Illinois; and

WHEREAS, the Liquor Control Commissioner has recommended to the Board of Trustees the adding of a Class A liquor license for issuance to Fogon Mestizo, LLC; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Section 10-8 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended by modifying the number of Class A liquor license as follows:

Sec. 10-8. Number of licenses to be issued.

There shall be issued in the village no more than the following number of licenses to be in effect at any one time:

Class A	Sixteen (16)
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* * * * *

SECTION 2: That each section, paragraph, sentence, clause, and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

SECTION 3: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage according to law.

ADOPTED this ____ day of _____ 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____
Rodney S. Craig, Village President

ATTESTED, filed in my office, this
____ day of _____ 2026.

Kristy Merrill, Village Clerk



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Kristy Merrill, Village Clerk

SUBJECT: Increase the number of Class A Liquor License for the retail sale of all alcoholic liquor for consumption on the premises only (Monroe's Hanover Park, LLC)

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Pass an Ordinance to increase the number of Class A Liquor Licenses to seventeen.

Discussion

Monroe's Hanover Park, LLC is requesting a Class A liquor license to open an establishment located on 1146 E. Lake St. in Hanover Park.

Monroe's Hanover Park, LLC has applied for a Class A Liquor License. A Class A license is for the retail sale of all alcoholic liquor for consumption on the premises only.

The Liquor Commission reviewed the application and held a hearing on June 9, 2026, and recommend that the Ordinance be approved. If approved, the number of Class A liquor licenses would increase to seventeen (17).

Recommended Action

Motion to pass an Ordinance increasing the number of Class A liquor licenses (Monroe's Hanover Park LLC).

Agreement Name: _____ NONE _____

Executed By: _____

Regular Board Meeting
June 18, 2026 Pg. 17

ORDINANCE NO. O-26-**AN ORDINANCE INCREASING THE NUMBER OF CLASS A LIQUOR LICENSES
(Monroe's Hanover Park LLC)**

WHEREAS, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; and

WHEREAS, the Liquor Control Commissioner has determined that Monroe's Hanover Park LLC, is qualified for a Class A liquor license for the premises located at 1146 E Lake Street, Hanover Park, Illinois; and

WHEREAS, the Liquor Control Commissioner has recommended to the Board of Trustees the adding of a Class A liquor license for issuance to Monroe's Hanover Park LLC.; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Section 10-8 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended by modifying the number of Class A liquor license as follows:

Sec. 10-8. Number of licenses to be issued.

There shall be issued in the village no more than the following number of licenses to be in effect at any one time:

Class A	Seventeen (17)
---------	----------------

* * * * *

SECTION 2: That each section, paragraph, sentence, clause, and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

SECTION 3: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage according to law.

ADOPTED this ____ day of _____ 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____
Rodney S. Craig, Village President

ATTESTED, filed in my office, this
____ day of _____ 2026.

Kristy Merrill, Village Clerk



Hanover Park ^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: 2026 Pavement Marking Project Award to Precision Pavement Marking, Inc.
in the amount not to exceed \$35,000

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board of Trustees authorize the approval of the 2026 Pavement Marking Project with Precision Pavement Marking, Inc., in the amount not to exceed \$35,000.

Discussion

Each year, the Village refreshes pavement markings on various streets that have faded or are damaged by snow plows. Common pavement markings that fade over time are center lines, turn lanes, stop bars, and crosswalks. The Village took part in the DuPage County Cooperative Bid for pavement marking. Bids were opened by DuPage County on March 26, 2026, and the bid tabulation is attached.

The 2026 budget includes \$35,000 in the Road & Bridge Fund for pavement marking to refresh markings throughout the Village.

The Village has worked with Precision Pavement Marking, Inc. on several projects, and staff has found their work to be satisfactory. As such, staff recommends that they be awarded the project.

Recommended Action

Motion to authorize the proposal from Precision Pavement Marking, Inc. to refresh pavement markings as part of the 2026 Pavement Marking Project on various streets in an amount not to exceed \$35,000 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Bid Tabulation
Contract

Budgeted Item:	<u> X </u> Yes <u> </u> No
Budgeted Amount:	\$35,000
Actual Cost:	\$35,000
Account Number:	12-20-2600-403-435

Agreement Name: 2026 Pavement Marking Project

Executed By: Interim Village Manager

<u> </u>	Minority Owned Business
<u> </u>	Woman Owned Business
<u> </u>	Veteran Owned Business
<u> </u>	LGBTQ+ Owned Business
<u> </u>	Disability Owned Business
<u> X </u>	Not Applicable

Regular Board Meeting

June 18, 2026 Pg. 20

DUPAGE COUNTY
DIV. OF TRANSPORTATION
2026 MAR 26 PM 2:01

**DU PAGE COUNTY
DIVISION OF TRANSPORTATION**

OPENING OF PROPOSALS

Thursday, March 26, 2026
2:00 PM

2026 Pavement Marking Maintenance
Section 26-00000-03-GM

Engineer's Estimate: \$621,808.80

BIDDER	√	BID AMOUNT
Precision Pavement Markings, Inc.	√	Base 440,141.39
		Alternate A 495,076.89
		Alternate B 547,392.44
		Alternate C 552,765.08
		Alternate D 561,805.00
Marking Specialists Corporation		Base 714,931.27
		Alternate A 790,820.29
		Alternate B 862,547.35
		Alternate C 873,292.63
		Alternate D 889,643.20
		Base
		Alternate A
		Alternate B
		Alternate C
		Alternate D

√ Proposal includes the following:

- Addenda (if any)
- Proposal (form BLR12200 & BLR 12201)
 - Cover page
 - Proposal
 - Signatures
 - Notice to Bidders
 - Contractor Certifications
 - Schedule of Prices
- Local Agency Proposal Bid Bond (or Check)
- Apprenticeship or Training Program Certification (not for federally funded projects)
- Affidavit of Illinois Business Office
- BC 57 Affidavit of Availability (*may be submitted within 24 hours after the letting*)
- Vendor Ethics Disclosure Statement
- three (3) references form
- W-9 - Taxpayer Identification Number (*may be submitted after the letting*)
- Any other items required to be submitted with the bid, such as Bituminous Materials Cost Allowance, or Steel Cost Adjustment, or Fuel Cost Adjustment



**Illinois Department
of Transportation**

**SCHEDULE OF PRICES
(TOTAL BID: BASE BID PLUS ALL ALTERNATIVES)**

Contractor's Name: **Precision Pavement Markings, Inc.**

Local Public Agency: **County of DuPage**

County: **DuPage**

Section: **26-00000-03-GM**

Route: **2026 Pavement Marking**

Maintenance

Schedule for Multiple Bids

Combination Letter	Sections included in Combinations	Total

Schedule for Single Bid

(For complete information covering these items, see plans and specifications)

Item No.	Items	Unit	Quantity	Unit Price	Total
1	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	16900	\$4.50	76,050.00
2	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	33200	\$0.80	26,560.00
3	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	56200	\$0.90	50,580.00
4	THERMOPLASTIC PAVEMENT MARKING - LINE 8"	FOOT	1700	\$1.35	2,295.00
5	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	41600	\$2.40	99,840.00
6	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	8000	\$5.00	40,000.00
7	HOT SPRAY THERMOPLASTIC PAVEMENT MARKING LINE - 4 INCH	FOOT	657000	\$0.24	157,680.00
8	MODIFIED URETHANE PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	1000	\$6.00	6,000.00
9	MODIFIED URETHANE PAVEMENT MARKING - LINE 4"	FOOT	10450	\$0.90	9,405.00
10	MODIFIED URETHANE PAVEMENT MARKING - LINE 6"	FOOT	4000	\$1.10	4,400.00
11	MODIFIED URETHANE PAVEMENT MARKING - LINE 8"	FOOT	40	\$2.25	90.00
12	MODIFIED URETHANE PAVEMENT MARKING - LINE 12"	FOOT	1300	\$3.50	4,550.00
13	MODIFIED URETHANE PAVEMENT MARKING - LINE 24"	FOOT	400	\$6.00	2,400.00
14	MODIFIED URETHANE PAVEMENT MARKING - RAISED MEDIAN	SQ FT	1100	\$3.05	3,355.00
15	PAVEMENT MARKING REMOVAL - GRINDING	SQ FT	118200	\$0.50	59,100.00
16	RECESSED REFLECTIVE PAVEMENT MARKER	EACH	500	\$30.00	15,000.00
17	REPLACEMENT REFLECTOR	EACH	500	\$8.00	4,000.00
18	TEMPORARY PAVEMENT MARKING REMOVAL	FOOT	500	\$1.00	500.00
Bidder's Proposal for making entire improvements (Base + All Alternatives)				\$561,805.00	

1. Each pay item should have a unit price and a total price.
2. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern.
3. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
4. A bid may be declared unacceptable if neither a unit price or total price is shown.

**VILLAGE OF HANOVER PARK
2121 LAKE STREET
HANOVER PARK, ILLINOIS 60133**

CONTRACT

THIS AGREEMENT made this 18th day of June, 2026 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and Precision Pavement Marking, Inc. located at 1220 Bell Court, Pingree Grove, IL 60140 hereinafter called the "Contractor". **WITNESSETH:**

WHEREAS, the Owner has heretofore solicited Proposals for all labor and materials necessary to complete the work specified in the Du Page County Division of Transportation, 2026 Pavement Marking Maintenance proposal.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor, and other services necessary to commence and complete the **2026 PAVEMENT MARKING** in accordance with the conditions and prices stated in the Scope of Work and Proposal, all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner, and at times as set forth in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: _____
Courtney Sage, Interim Village Manager

ATTEST:

Kristy Merrill, Village Clerk

CONTRACTOR:

BY: 
Signature

Print Name and Title: Alfredo Salazar Jr. - President

IF CORPORATION ATTEST AND SEAL BELOW



Hanover Park ^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Approval of First Year of a Three-Year Native Landscape Maintenance Contract with ENCAP, Inc. in the amount of \$31,000

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board of Trustees authorize the approval of the first year of a three-year Native Landscape Maintenance contract with ENCAP, Inc. in the amount of \$31,000.

Discussion

The Village owns and maintains various properties, like the Hanover Park Sports Complex and Ontarioville Plaza & Park, with native landscaped areas that require upkeep. Due to the specialized knowledge required to properly maintain this vegetation, they have not received adequate care, and many have become infested with invasive species. These invasive species overtake native plants, and the areas no longer provide the same level of stormwater management for which they were designed. For these areas to function as originally intended, multiple years of area and condition-specific maintenance are required.

On April 22, 2026, proposals were obtained for Native Landscape Maintenance services. This is the first year of a three-year agreement. The following proposals were received:

<u>Company</u>	<u>2026 Amount</u>	<u>2027 Amount</u>	<u>2028 Amount</u>
ENCAP, Inc.	\$ 31,000.00	\$ 31,900.00	\$ 9,900.00
Pizzo & Associates, Ltd.	\$ 33,839.30	\$ 24,698.96	\$ 34,069.50

In addition to ENCAP, Inc. submitting the lowest-priced proposal, they have also satisfactorily completed this work as a subcontractor on the Village's Springinsguth/Anne Fox West Branch DuPage River Stream Corridor Improvement Project. This vendor will use a high degree of specialized training and professional judgment in the treatment of these native landscape sites. Based on these factors, staff recommends awarding the contract to ENCAP, Inc.

Agreement Name: Native Landscape Maintenance

Executed By: Interim Village Manager

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The 2026 budget includes \$22,000 for native landscape maintenance and weed control in the MWRD Fields Fund and \$96,000 for contractual mowing and landscape maintenance in the General Fund. The Village-wide mowing and landscape maintenance contract has already been awarded for the year, and the remaining \$17,300 in the General Fund and \$13,700 in the MWRD Fields Fund will be used to pay for this service.

Recommended Action

Motion to approve the first year of a three-year contract with ENCAP, Inc. for Native Landscape Maintenance in the amount of \$31,000 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Proposal
Contract
Location Map

Budgeted Item:	☒ Yes ☐ No
Budgeted Amount:	\$24,000 (General) \$17,000 (MWRD) \$5,000 (MWRD)
Actual Cost:	\$17,300 (General) \$8,700 (MWRD) \$5,000 (MWRD)
Account Number:	10-60-6300-403-435 (General) 17-20-6700-403-436 (MWRD) 17-20-6700-403-438 (MWRD)

☐ Minority Owned Business
☐ Woman Owned Business
☐ Veteran Owned Business
☐ LGBTQ+ Owned Business
☐ Disability Owned Business
☒ Not Applicable



2585 Wagner Ct.
DeKalb, IL 60115
Phone: 815.748.4500
Fax: 815.748.4255
www.encapinc.net

PROPOSAL NO. 26-0409D

April 13, 2026

Karla Bastien, P.E.
Village of Hanover Park
2041 Lake St
Hanover Park, IL 60133
(630) 823-5652 / KBastien@hpil.org

RE: 2026 Natural Areas Management (Various Project Sites)

Dear Ms. Bastien,

Thank you for the opportunity to provide a proposal for natural area management services at the Village project sites. This proposal includes all activities that ENCAP believes will bring these sites to their desired, restored state. Management site visits include selective herbicide applications and selective mowing treatments. Both the Fire Station Basin and the MWRD South Basin are in good shape and should require normal management activities over the next 3 growing seasons. The remaining 3 basins will require further restoration activities. The MWRD North Basin will need to undergo heavy management in the first year, coupled with a year-end mow and seeding treatment. The second season will see the same management activities, ending with wetland plug installation in the Fall. By the third season, the site should require normal management activities. The Ontarioville Basin will be treated the same as the MWRD North Basin but will likely not require the planting of plugs. The Police Department Basin will need a slightly different approach. Given the current state of this basin and invasive species present, the approach would be to wait until late summer/early fall to begin treatments. Two broadcast herbicide treatments (one initial and one follow-up) will be applied to the basins at that time. After the invasive species have been treated, they will be mowed and hauled off. At that time, the basins will be seeded. The second growing season will see normal management activities but will end with native plug installation in the Fall. The third growing season should then require normal management activities. If you should have any questions regarding the information provided herein, please contact Brett Suhayda at 815-757-2472 or bsuhayda@encapinc.net.

#	DESCRIPTION OF WORK	UNIT	# OF UNITS	UNIT COST	COST
Fire Station Basin					
1	Fire Station (2026) - Management	Visit	3	\$850.00	\$2,550.00
2	Fire Station (2027) - Management	Visit	3	\$800.00	\$2,400.00
3	Fire Station (2028) - Management	Visit	3	\$750.00	\$2,250.00
Fire Station Basin Subtotal					\$7,200.00
MWRD South Basin					
4	MWRD South Basin (2026) - Management	Visit	3	\$600.00	\$1,800.00
5	MWRD South Basin (2027) - Management	Visit	3	\$575.00	\$1,725.00
6	MWRD South Basin (2028) - Management	Visit	3	\$550.00	\$1,650.00
MWRD South Basin Subtotal					\$5,175.00
MWRD North Basin					
7	MWRD North Basin (2026) - Management	Visit	3	\$1,200.00	\$3,600.00

8	MWRD North Basin (2026) - End of Year Mow for Seed and Plug Preparation	Each	1	\$6,200.00	\$6,200.00
9	MWRD North Basin (2026) - Reseeding of Basin (Dormant Season)	Lump Sum	1	\$2,100.00	\$2,100.00
10	MWRD North Basin (2027) - Management	Visit	3	\$2,200.00	\$6,600.00
11	MWRD North Basin (2027) - Wetland Plug Installation (3' O.C.)	Each	1500	\$7.00	\$10,500.00
12	MWRD North Basin (2028) - Management	Visit	3	\$900.00	\$2,700.00
MWRD North Basin Subtotal					\$31,700.00
Ontarioville Basin					
13	Ontarioville (2026) - Management	Visit	3	\$625.00	\$1,875.00
14	Ontarioville (2026) - Mowing for Seed Preparation	Each	1	\$850.00	\$850.00
15	Ontarioville (2026) - Dormant Season Reseeding (0.1 ac)	Lump Sum	1	\$925.00	\$925.00
16	Ontarioville (2027) - Management	Visit	3	\$450.00	\$1,350.00
17	Ontarioville (2028) - Management	Visit	3	\$400.00	\$1,200.00
Ontarioville Basin Subtotal					\$6,200.00
Police Department Basin					
18	Police Department (2026) - Broadcast Herbicide Treatment (Late Summer/Early Fall)	Each	2	\$2,000.00	\$4,000.00
19	Police Department (2026) - Mow After Herbicide Treatments	Each	1	\$6,200.00	\$6,200.00
20	Police Department (2026) - Dormant Season Seeding	Each	1	\$900.00	\$900.00
21	Police Department (2027) - Management	Visit	3	\$775.00	\$2,325.00
22	Police Department (2027) - Wetland Plug Installation	Each	1000	\$7.00	\$7,000.00
23	Police Department (2028) - Management	Visit	3	\$700.00	\$2,100.00
Police Department Basin Subtotal					\$22,525.00
PROJECT TOTAL					\$72,800.00

~Pricing is valid for 90 days from the date of this proposal. If this proposal is not approved within 90 days, then ENCAP reserves the right to re-evaluate the costs and schedule availability for this project.

~This proposal does not include Illinois Prevailing Wage rates. If client uses or requires a vendor portal or outside service for AR/AP, any charges/fees will be billed back to client. Any contractor registration fees for this project will be billed back to client, as necessary.

Payment Agreement

Village of Hanover Park, (hereinafter "Client") shall be solely liable for the timely payment of all amounts invoiced under this proposal. Invoices will be tendered by ENCAP, Inc. ("ENCAP") from time to time, but no more frequently than every two weeks, and shall be due and payable upon receipt. If Client objects to all or any portion of an invoice, Client shall nevertheless timely pay the undisputed amount of such invoice and promptly advise ENCAP in writing of the reasons for disputing any amount.

Client shall pay an additional charge of two (2) percent (or the maximum percentage allowed by law, whichever is lower) of the invoiced amount per month for any payment received by ENCAP more than thirty (30) calendar days from the date of the invoice, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. Payments shall first be applied to accrued interest and then to the unpaid principal amount.

If Client fails to pay invoiced amounts within thirty (30) calendar days of the date of the invoice, ENCAP may at any time, without waiving any other claim against Client and without incurring any liability to Client, suspend or terminate performance under this Agreement as long as any hazardous conditions created by ENCAP'S previously performed services are rendered non-hazardous to Clients employee's, agents and subcontractors, the general public, and the environment. Termination shall not relieve Client of its obligation to pay amounts incurred up to termination. ENCAP shall be entitled to recover any and all costs of collection associated with recovery of amounts due under this Payment Agreement, including but not limited to reasonable attorney's fees.

Client will indemnify and hold harmless ENCAP and its representatives, agents, employees, and successors and assigns from and against any and all claims, suits, actions, losses, penalties, fines, and damages of any nature whatsoever, and shall pay any reasonable attorney's fees, expert witnesses fees, and ENCAP fees, and court costs arising or resulting from (1) Client's breach of this Agreement; or (2) Client's negligence or intentional misconduct.

* All Legal Proceedings to be conducted in DeKalb County *

Client shall accept full responsibility for payment notwithstanding any other agreement with owner or other party, and in no event will any provision in a contract, agreement, or understanding which conditions Client's payment to ENCAP upon receipt of the payment from any other party relieve Client from responsibility for payment to ENCAP.

By: ENCAP, Inc.

By: Village of Hanover Park

_____	_____	_____	<u>6-18-2026</u>
Authorized Rep.	Date	Authorized Rep.	Date
		Courtney Sage,	
		Interim Village Manager	

**VILLAGE OF HANOVER PARK
2121 LAKE STREET
HANOVER PARK, ILLINOIS 60133**

CONTRACT

THIS AGREEMENT made this 18th day of June, 2026 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and Encap, Inc. located at 2585 Wagner Ct., Dekalb, IL 60115 hereinafter called the "Contractor". **WITNESSETH:**

WHEREAS, the Owner has heretofore solicited Bid Proposals for all labor and materials necessary to complete the work specified in the **Native Landscape Maintenance Project** request for quote documents.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the **Native Landscape Maintenance Project** in accordance with the conditions and prices stated in the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions, Specifications and Bid Proposal all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner, and at times as set forth in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: _____
Courtney Sage, Interim Village Manager

ATTEST:

Kristy Merrill, Village Clerk

CONTRACTOR:

BY: _____
Signature

Print Name and Title: Susan Bowley, Assistant VP

IF CORPORATION ATTEST AND SEAL BELOW

Samantha Dedina 6/19/26





0 150 300
ft

Print Date: 1/23/2025

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Regular Board Meeting

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0 100 200
ft

Print Date: 1/23/2025

Notes

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0 100 200
ft

Print Date: 1/23/2025

Notes

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Regular Board Meeting

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0 150 300
ft

Print Date: 1/23/2025

Notes

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Regular Board Meeting

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AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Ordinance Authorizing the Sale of Surplus Vehicles & Equipment at Auction

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board of Trustees pass an Ordinance authorizing the disposition of surplus vehicles and equipment.

Discussion

The Village, as part of the ongoing vehicle replacement schedule, regularly finds itself in the position where the disposition of surplus vehicles and equipment is required. Over the past year, surplus vehicles have accumulated and are now ready to be sold at auction. Several vehicles and pieces of equipment are in a condition where the minimums are set low to ensure the sale of the vehicle.

These vehicles will be sold on either the Obenauf Auction online site or the GovDeals online auction site. The Village has used various auctions in the past and found these auctions to achieve the best value for our vehicles.

Revenues from vehicle auctions will be deposited into the Vehicle Replacement Fund to help fund future vehicle needs. All of these vehicles and equipment have been replaced and have been referenced in previous Board actions for eventual disposal. The attached Ordinance will allow for these surplus vehicles to be disposed of.

Vehicles

<u>Unit #</u>	<u>Vin #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Minimum Bid</u>
3116	1FDAF4HY2AEB36649	2010	Ford F450	\$500
3064	1FDUF4HY3FEA43076	2015	Ford F450	\$1000
3300	1GNWKLEG0CR204509	2012	Chevrolet Suburban	\$1000
5162	1FM5K8AR6FGC51517	2015	Ford Interceptor	\$1,000
5164	1FM5K8ARXHGD59026	2017	Ford Interceptor	\$1,000

Agreement Name: Sale of Surplus Vehicles & Equipment at Auction Ordinance

Executed By: Village Manager

Regular Board Meeting
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5169	1FM5K8AR6FGC51520	2015	Ford Interceptor	\$1,000
5175	1FM5K8AR3DGC40583	2013	Ford Interceptor	\$1,000
5223	1FM5K8AR0EGB79789	2014	Ford Interceptor	\$1,000

Equipment

<u>Unit #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Minimum Bid</u>
637	2002	Solartech Message board	\$200

Recommended Action

Motion to pass an Ordinance authorizing the disposal of personal property owned by the Village of Hanover Park and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Ordinance
Photos

Budgeted Item:	☐ Yes	☐ No
Budgeted Amount:	\$N/A	
Actual Cost:	\$N/A	
Account Number:		

ORDINANCE NO. O-26-

**AN ORDINANCE AUTHORIZING THE DISPOSAL OF
PERSONAL PROPERTY OWNED BY THE VILLAGE OF HANOVER PARK**

WHEREAS, the President and Board of Trustees of the Village of Hanover Park have determined that it is no longer necessary or useful to or in the best interest of the Village of Hanover Park to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the President and Board of Trustees of the Village of Hanover Park to dispose of said personal property; now therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: Pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the President and Board of Trustees of the Village of Hanover Park, Illinois find that the following described personal property:

Vehicles

<u>Unit #</u>	<u>Vin #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Minimum Bid</u>
3116	1FDAF4HY2AEB36649	2010	Ford F450	\$500
3064	1FDUF4HY3FEA43076	2015	Ford F450	\$1,000
3300	1GNWKLEG0CR204509	2012	Chevy Suburban	\$1,000
5162	1FM5K8AR6FGC51517	2015	Ford Interceptor	\$1,000
5164	1FM5K8ARXHGD59026	2017	Ford Interceptor	\$1,000
5169	1FM5K8AR6FGC51520	2015	Ford Interceptor	\$1,000
5175	1FM5K8AR3DGC40583	2013	Ford Interceptor	\$1,000
5223	1FM5K8AR0EGB79789	2014	Ford Interceptor	\$1,000

Equipment

<u>Unit #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Minimum Bid</u>
637	2002	Solartech Message Board	\$200

now owned by the Village of Hanover Park, are no longer necessary or useful to the Village, and the best interest of the Village of Hanover Park will be served by their disposal. All sales shall indicate that sales are “AS IS” and “WITHOUT ANY WARRANTY”.

SECTION 2: The Village Manager, or her designee, is authorized to sell the above property through one or more of the following means: One or more online or live public auctions, or one or more negotiated private sales.

SECTION 3: This ordinance shall be in full force and effect from and after its passage, and approval in the manner provided by law.

ADOPTED this 18th day of June 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this 18th day of June 2026

Rodney S. Craig, Village President

ATTESTED, filed in my office and
published in pamphlet form this 18th
day of June 2026

Kristy Merrill, Village Clerk

Photos Vehicle 3064- Page 2



VEHICLE 3064



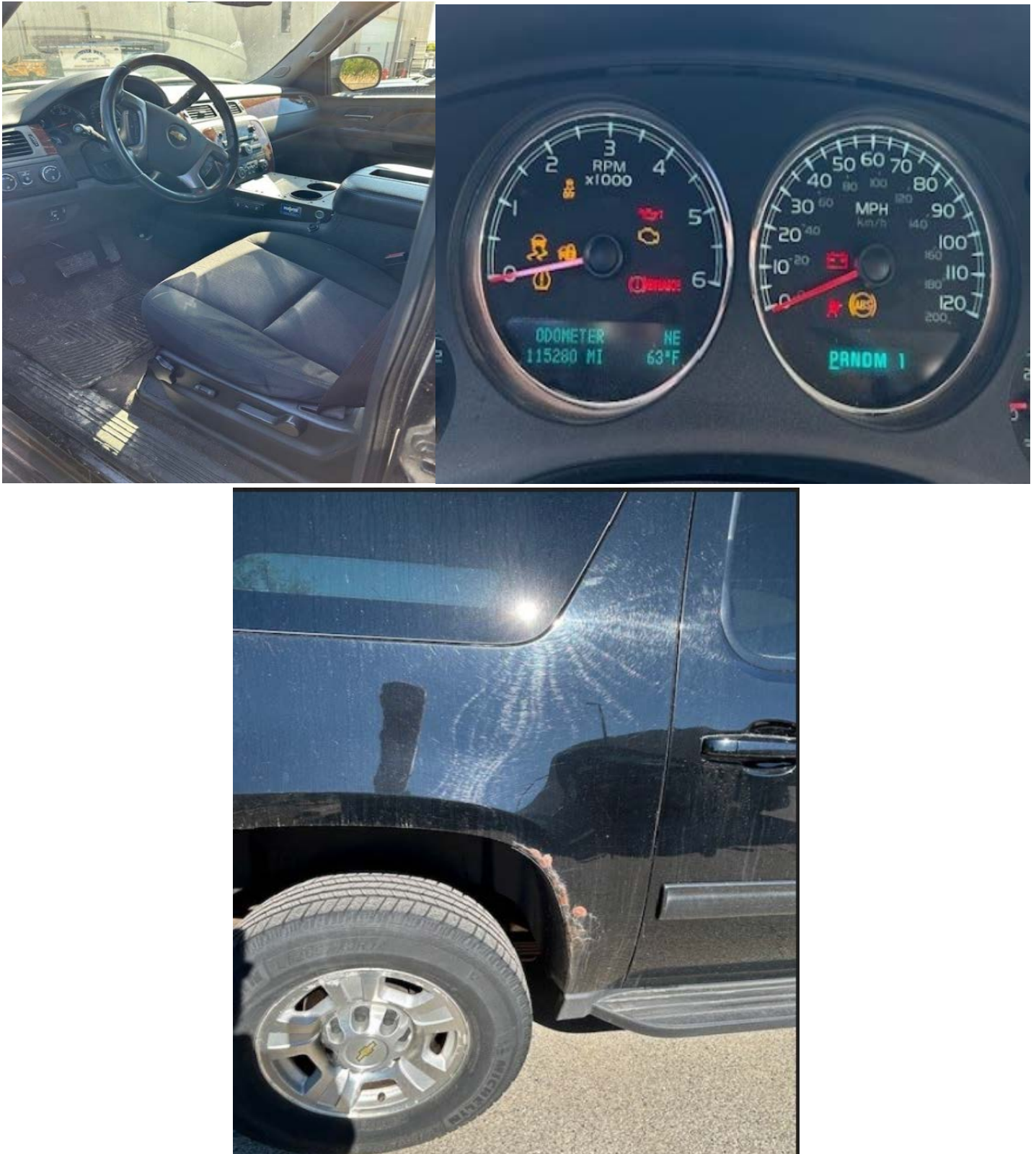
VEHICLE 3116- Page 1



VEHICLE 3116- Page 2



VEHICLE PHOTOS 3300



Photos Vehicle 3300- Page 2



Vehicle 5162 Photo Page 1



Vehicle 5162 Photos Pg 2



Vehicle 5164 Photo Page 1



Vehicle 5164 Photos Pg 2



VEHICLE 5169 – Page 1



VEHICLE 5169 – Page 2



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Hanover Park^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Shubhra Govind, Director of Community & Economic Development

SUBJECT: Operation and Maintenance Sublease Agreement for Metra Station

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board authorize the execution of a sublease agreement with Valentina Da Silva and Ana Escalona ("Sublessee") to operate a coffee shop style business inside the Metra Station.

Discussion

Staff has come to an agreement on an operation and maintenance sublease agreement with Valentina Da Silva and Ana Escalona ("Sublessee") to utilize the available space inside the Metra Station as a coffee shop style business. The agreement has been reviewed by Village Attorney Paul.

The sublease is set for three years from execution with three (3) additional one (1) year extensions. Sublessee has agreed to pay rent in the amount of \$550.00 per month, with the option of abating \$350.00 per month, provided the Sublessee cleans the facility daily. This is a similar agreement that has been provided by vendors in the past. The Sublessee shall also pay \$35 per month for utilities.

The Sublessee requested a one-year rent abatement as they establish their new business, including updating the vendor space and developing a customer base. Staff prepared a lease proposal that includes an abatement for the initial three months, and following the initial 90 days, the continued abatement will be subject to Village Manager discretion. This one-year abatement proposal is subject to Village Board approval.

Recommended Action

Motion to pass a Resolution authorizing an Operation and Maintenance Sublease Agreement of a coffee shop in the Metra Train Station in the Village of Hanover Park (Valentina Da Silva and Ana Escalona ("Sublessee")) and approval of the one-year rent abatement as outlined in the Lease Proposal.

Agreement Name: Operation and Maintenance Sublease Agreement

Executed By: Village Manager

Attachments: Resolution
Sublease Agreement
Rent Abatement Proposal

Budgeted Item: _____ Yes ___n/a___ No
Budgeted Amount:
Actual Cost: n/a
Account Number:

RESOLUTION NO. R-26-**RESOLUTION AUTHORIZING AN OPERATION AND MAINTENANCE
SUBLEASE AGREEMENT OF A COFFEE SHOP IN THE METRA TRAIN
STATION IN THE VILLAGE OF HANOVER PARK****(Valentina Da Silva and Ana Escalona)**

WHEREAS, Metra owns the depot, including without limitation, the platforms, ramps, stairs, and sidewalks and surrounding landscaping (collectively referred to as “**Station Facility**”) and the commuter parking lots and appurtenances (“**Parking Facility**”) located at 1975 Lake Street in the Village of Hanover Park; and

WHEREAS, Village desires to sublease a portion of the train station building to Valentina Da Silva and Ana Escalona; and

WHEREAS, heretofore on January 15, 2015, Metra and the Village had entered into AN AGREEMENT FOR THE OPERATION OF A COMMUTER RAIL FACILITY IN THE VILLAGE OF HANOVER PARK; and

WHEREAS, the Village has determined that the continuation of the operation and maintenance of a coffee shop in the train station with a new sublessee is in the best interests of the public and serves a valid public purpose; now, therefore,

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Hanover Park, Illinois, that subject to the prior written consent of METRA, the Village President is hereby authorized and directed on behalf of the Village of Hanover Park to enter into an OPERATION AND MAINTENANCE SUBLEASE AGREEMENT, the term of which is three (3) year, with options as stated therein, a copy of which is attached hereto and made a part hereof as Exhibit “A.”

ADOPTED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____
Rodney S. Craig
Village President

Attest: _____
Kristy Merrill, Village Clerk

OPERATION AND MAINTENANCE SUBLEASE AGREEMENT

THIS OPERATION AND MAINTENANCE SUBLEASE AGREEMENT (“Agreement”) is made and entered into this ____ day of July, 2026, by and between the Village of Hanover Park, an Illinois municipal corporation (“Sublessor”) and Valentina Da Silva and Ana Escalona (“Sublessee”).

WITNESSETH:

WHEREAS, the Commuter Rail Division of the Regional Transportation Authority (“Metra”) owns the passenger station located at 1975 Lake Street in Hanover Park (“Station”); and

WHEREAS, Metra leased the Station to the Sublessor under an Agreement For The Operation and Maintenance of a Commuter Rail Facility in the Village of Hanover Park (“Underlying Agreement”) dated the 15th day of January, 2015, a copy of which is attached hereto as Exhibit “A” and made a part hereof;

WHEREAS, Sublessor desires to sublease a portion of the Station consisting of approximately 270 square feet shown on Exhibit “B” attached hereto and made a part hereof (“Premises”) to the Sublessee, and Sublessee desires to sublease the Premises from the Sublessor, on terms and conditions set forth in this Agreement.

NOW THEREFORE, for and in consideration of the rent and the provisions and covenants below, and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the Sublessor and the Sublessee do hereby covenant and agree as follows:

1. UNDERLYING AGREEMENT: Sublessee recognizes that Sublessor’s interest in the Premises is that of a tenant under the Underlying Agreement. Except as expressly provided herein, this Agreement is subject and subordinate to and controlled by the terms, covenants, and conditions of the Underlying Agreement. Sublessee and Sublessor agree to observe and perform all of the obligations imposed on Sublessor under the Underlying Agreement with respect to the Premises except for the payment of rent and performance of services, Sublessor’s contributions for improvements, and those provisions of the Underlying Agreement which do not apply to this Agreement. Sublessee and Sublessor shall neither do nor permit anything to be done which would cause the Underlying Agreement to be terminated or forfeited by reason of any right of termination or forfeiture reserved or vested in Metra under the Underlying Agreement, or which would cause the Sublessor to be in default under the Underlying Agreement. Sublessee shall indemnify and hold Sublessor harmless from and against all claims, costs, or expenses of any kind whatsoever, including attorneys’ fees, by reason of any breach or default on the part of the Sublessee which would cause the Underlying Agreement to be terminated or forfeited or cause the Sublessor to be in default thereunder. Sublessor shall indemnify and hold Sublessee harmless from and against all claims, costs or expenses of any kind whatsoever,

including attorneys' fees, by reason of any breach or default on the part of the Sublessor which would cause the Underlying Agreement to be terminated or forfeited or cause the Sublessee to be in default thereunder.

2. TERM: The term of this Agreement shall commence on the ____ day of July, 2026, and shall end on the ____ day of ____, 2029 ("Term"). The Term may be extended by Paragraph 27, and in such event "Term" shall be defined to include any such extension. During each day of the Term, excluding days when Metra operates on a Saturday or Sunday/major holiday schedules, Sublessee shall be open for business from 5:30 a.m. to 4:30 p.m., or as otherwise agreed upon in writing by the parties. Notwithstanding the foregoing or anything in this Agreement to the contrary, Sublessee shall have the right to terminate this Agreement at any time upon ninety (90) days prior written notice to Sublessor, and Sublessor shall have the right to terminate this Agreement upon any breach hereof as set forth in Section 18.

3. RENT:

- (a) Sublessee agrees to pay Sublessor, at the address provided in Paragraph 25 of this Agreement, \$6,600.00 total rent payable in equal monthly installments of \$550.00 payable in advance, promptly on the first day of each and every calendar month during the Term, provided that upon full performance of the services described in Paragraph 3.(d) below, \$350.00 of monthly rent shall be abated from each month of full performance.
- (b) Sublessee shall maintain true, accurate and complete books and records of its operations at the Premises and retain the books and records for each year for not less than three (3) years thereafter. Such books and records shall be available for inspection by Sublessor or its agents or representatives during business hours, upon reasonable prior notice.
- (c) All installments of Rent if not paid on or before the fifth (5) day of each month, shall bear interest from the date due until the date paid at the rate of eighteen percent (18%) per annum, or at the maximum legal rate of interest, whichever is lower.
- (d) Sublessee shall perform all of the following: daily cleaning of the train station depot, not less than five times per week, to be cleaned before 5:30 a.m., along with a sixth cleaning on those weekends when the washrooms are opened for special events as determined by Village. The cleaning work shall include, but not limited to:
 - (1) Daily cleaning of all floors, including multiple cleanings throughout the day during inclement weather to ensure a clean, dry safe shelter.
 - (2) Daily sanitizing of both bathrooms including floors, walls, doors, fixtures, partitions, and cleaning of mirrors.

- (3) Collecting of litter and trash around the exterior of the train station including sidewalks, bushes, etc.
- (4) Daily cleaning of exterior glass doors, walls, and windows. (Public Works will wash windows and doors once a month except during inclement weather.)
- (5) Removal of trash liners three times a week, or as needed to be picked up and disposed of by public works.
- (6) Removal of interior minor graffiti on/in/around the train station.
- (7) Daily cleaning and upkeep of janitor's closet, including cleaning of mops and other equipment to ensure no foul smells occur.
- (8) Locking of washrooms and gate upon closing of the coffee shop.
- (9) Notifying the Village building maintenance supervisor when Village work needs to be performed at or near the leased premises and notifying public works and/or the police in the event of an emergency concerning the leased premises or Village owned premises at or near the leased premises.

All the above work shall be performed to the satisfaction of the Village building maintenance supervisor in the supervisor's sole opinion. The Village Manager, if not satisfied with the method, frequency, and/or quality of the cleaning may opt to return to the monthly rent, and require Sublessee to pay and whatever percentage of the past monthly rent that the Village Manager, in the Village Manager's sole opinion, would adequately compensate Sublessor for Sublessee's failure to adequately clean the depot to the standard of the Village building maintenance supervisor, provided that said rent amount shall not exceed the stated \$550 per month.

The Village will supply all cleaning products, trash liners, and paper products at the request of the Sublessee. The brand of products is at the Village building maintenance supervisor's discretion.

4. SECURITY DEPOSIT: Concurrent with the execution of this Agreement, Sublessee shall pay to Sublessor the sum of \$1,100.00 as security for the prompt, full and faithful performance by Sublessee of each and every provision of this Agreement and all of the obligations of Sublessee hereunder. In the event Sublessee defaults in respect to any of the terms, provisions and conditions of this Agreement including, but not limited to, the payment of Rent, Sublessor may use, apply or retain the whole or any part of the security so deposited to the extent required for the payment of any Rent or any other sum as to which Sublessee is in default or for any sum which Sublessor may expend or may be

required to expend by reason of Sublessee's default in respect to any of the terms, covenants and conditions of this Agreement including, but not limited to, any damages or deficiency in the reletting of the Premises whether such damages or deficiency accrued before or after summary proceedings or other re-entry by Sublessor. Within forty-five (45) days of the termination of this Agreement, and provided Sublessee is not in default, Sublessor shall promptly return to Sublessee such amounts that remain as the security deposit at the time of termination.

5. **PURPOSE:** Sublessee shall occupy and may use the Premises for the following purpose(s): food and beverage sales including coffee, cocoa, cappuccino, candy, gum, water, baked goods, energy drinks, cell phone accessories, non-prescription medications, power bars, granola bars, pop tarts, fruit, cider, juices, tea, soft drinks, cigarettes, confections, newspapers, lottery, photo finishing and gift baskets; and such other items as may be approved by the Sublessor in writing, providing any and all licenses required for such sales or activities are obtained and current.

6. **CONDITION OF PREMISES:**

(a) Sublessee shall accept the Premises in its "as is" condition existing on the Commencement Date and Sublessee taking possession of the Premises shall be conclusive evidence against Sublessee that the Premises were then in good order, repair, and satisfactory condition. No promise of Sublessor to alter, remodel, improve, repair, decorate or clean the Premises or any part thereof, and no representation respecting the condition of the Premises has been made to Sublessee by Sublessor. Sublessee agrees to vacate the Premises at the expiration of this Agreement, and Sublessee shall leave the Premises in the same condition as at the Commencement Date, ordinary wear and tear and loss by fire or other casualty excepted, including any improvements and alterations approved by Sublessor.

(b) Sublessee will at its own cost and expense, make any necessary alterations required; however, no alterations shall be made without the prior written consent of Sublessor. Sublessee shall make all repairs necessary to keep the Premises in good condition and repair. Repairs necessitated by ordinary wear and tear, by storm, fire, wind, or other casualty shall be the sole responsibility of Sublessee. Sublessee agrees to indemnify and save harmless Metra and Sublessor and defend from all claims, demands, liability, judgments, costs, and expense, including attorneys' fees, arising, or growing out of loss or damage to any property whatsoever, other than property of Sublessor, which is in, upon, or about any part of the Premises, arising out of Sublessee's negligence.

(c) Sublessor shall use its best efforts to provide the Premises with such services as Sublessor is required to provide pursuant to the Underlying Agreement. Any failure to provide these services shall not constitute a default by Sublessor under this Agreement.

(d) Sublessee shall provide a duplicate key to the Premises to the Director of Public Works.

(e) Sublessee agrees to provide general clean-up and maintenance immediately adjacent to the Premises during its hours of operation, by cleaning up coffee spills and other spills, i.e., cream, sugar, drinks, etc., relating to the operation of the Premises.

(f) Utilities: The Sublessee shall pay in addition to base rent, \$35 per month towards utilities provided by Sublessors. Sublessee shall be responsible for telecommunications services for the Premises. The Sublessor shall provide and pay for the electrical, gas and water service including forced air heat to the station. Sublessee may supplement heat with electric service as needed to maintain minimum heating requirements. Sublessor shall also provide scavenger service at no cost to the Sublessee for garbage and refuse generated from the Premises. The Sublessor and Sublessee shall mutually agree as to the type and frequency of scavenger service.

(g) The Sublessee agrees that the name of its business on the Premises shall be mutually agreeable with the Sublessor.

(h) Upon payment of the monthly rent, Sublessor shall provide at no additional cost two (2) commuter parking lot permits for use only by Sublessee and not for sale or use by anyone other than Sublessee.

(i) No unauthorized third-party postings or solicitations are permitted. Sublessor may remove them without notice, and Sublessee shall discourage, remove, and report any such activity not approved in advance by the Village.

7. **HOUSEKEEPING:** Sublessee shall at all times keep the Premises clean and in good condition and repair. Sublessee shall not post, paint, or place, or permit others to post, paint, or place at the Station any advertisement or sign not related directly to Sublessee's business. All such signage must be approved in writing by Sublessor and Metra.

8. **COMPLIANCE - INSURANCE AND LEGAL:**

(a) Sublessee shall not use or permit upon the Premises:

- (i) anything that will invalidate any policy of insurance now or hereafter carried on the Premises or any building or structure thereon, or
- (ii) anything that will increase the rate of such insurance. Sublessee shall maintain its space in accordance with the requirements of all local ordinances, and state and federal laws in effect during the Term.

(b) The Sublessee agrees to obtain, at its own expense and cost, and to keep in full force and effect during the term of this Agreement, general liability insurance for a combined single limit of not less than \$2,000,000 in any one occurrence for personal injury and/or property damage liability. The insurance so afforded shall be written in favor of Sublessor and Metra and shall include coverage for liability and indemnifications assumed

under the Agreement. The insurance shall name both the Sublessor and Metra as additional insured. Written evidence of such insurance shall be delivered to both Sublessor and Metra prior to the Commencement Date, and the insurance policy and/or certificate of insurance must show the following:

- (i) The policy will not be canceled or materially changed unless thirty (30) days prior written notice is delivered to the Sublessor.
- (ii) This insurance policy covers the contractual obligations of this Agreement. Nothing contained in this section shall limit any liability imposed on the Sublessee by this Agreement.

(c) Sublessor acknowledges that currently Sublessee has no business vehicles and therefore no business automobile liability coverage will be required such time as Sublessee obtains a business vehicle.

(d) In addition to all insurance obligations imposed upon Sublessee pursuant to this Agreement, Sublessee agrees to observe and perform all of the obligations imposed upon Sublessor under the Underlying Agreement with respect to maintenance of certain insurance policies applicable to the Premises.

(e) Sublessee agrees to comply with all Federal, State and Village laws and regulations including but not limited to Village ordinances requiring business licensing, tobacco licensing and food and beverage tax collection.

9. NO SUBROGATION: Sublessee agrees to have all insurance policies issued to it, or for or upon the Sublessee's account, covering any injuries to persons or any loss or damage to property so written that the insurer shall have no claim or recourse of any kind whatsoever against Metra, Sublessor or the Premises.

10. POLLUTANTS AND CONTAMINANTS: Sublessee agrees to comply with all ordinances, laws, rules, or regulations enacted by any governmental body or agency relating to the control, abatement, or emission of air and water contaminants and/or the disposal of refuse, solid wastes or liquid wastes or any other ordinances, laws, rules, or regulations which may be applicable to it or its activities on the Premises. Sublessee shall bear all costs and expenses arising from compliance with said ordinances, laws, rules, or regulations and shall indemnify and save harmless Sublessor and Metra from all liability, including without limitation, fines, forfeitures, and penalties arising in connection with failure by Sublessee to comply with such ordinances, laws, rules, or regulations. Sublessee will provide to Sublessor tangible evidence of his compliance with all ordinances, laws, rules, or regulations upon the Commencement Date.

11. RELOCATION OF UTILITIES OR FACILITIES: Sublessee accepts the Premises subject to rights of any party, including Metra and Sublessor, in and to any existing conduits, sewers, water lines, gas lines, power lines, drainage facilities, telephone, telegraph or other wires, and policies and utilities or easements, permits, licenses or

facilities of any kind whatsoever, whether or not of record. Should it at any time become necessary to relocate any of same by reason of this Agreement, Sublessee shall bear and pay the cost of such relocation.

12. EXISTING FACILITIES: Metra and Sublessor reserve the right to maintain or relocate its existing facilities, or to construct and thereafter maintain new facilities, on or in the vicinity of the Premises with no liability for damages to Sublessee's interests or property resulting from such activities.

13. TITLE: Sublessor makes no covenant for quiet enjoyment of the Premises. Sublessee assumes any damages that may result from, or be in connection with, any want or failure at any time of Metra's or Sublessor's title, if any, to the Premises.

14. INDEMNIFICATION: Sublessee agrees to indemnify and hold harmless Sublessor and Metra and defend from all claims, demands, liability, judgments, costs and expense, including attorneys' fees, arising or growing out of loss or damage to property and all injury to or death of any persons which is in, upon or about any part of the Premises, whenever such loss or damage to the property or injury or death is caused by Sublessee's negligence or arises from Sublessee's operations pursuant to this Lease.

15. LIENS: Sublessee agrees not to suffer or permit any lien of mechanics or materialmen to be placed upon the Premises or any part thereof and, in case of any such lien attaching, to immediately pay off and remove the same. It is further agreed by the parties hereto that Sublessee has no authority or power to cause or permit any lien or encumbrance of any kind whatsoever, whether created by act of Sublessee, operation of law or otherwise, to attach to or be placed on Metra's or Sublessor's title or interest, if any, in the Premises, and any and all liens and encumbrances created or suffered by Sublessee shall attach to Sublessee's interest only.

16. HOLD-OVER: It is further agreed that in case Sublessee, with the consent of Sublessor, holds possession of the Premises beyond the term of this Agreement such action of the parties shall have the effect of extending the Term on a month-to-month basis, subject in all respects to all of the terms, conditions, and covenants of this Agreement, including all rights of termination in all respect as herein provided.

17. EMINENT DOMAIN: If the whole or any part of the Premises shall be taken or condemned by any competent authority for any public use or purpose this Agreement shall, as to the part so taken, terminate as of the date when taken, or shall cease if all of the Premises be so taken. Rent shall abate proportionately as to the part so taken or shall cease if all the Premises are to be so taken. The entire amount of damages or compensation payable or paid for the part taken and for the remainder, if any, shall be paid to and retained by Metra as its own property without apportionment. Sublessee shall look solely to Metra for any allowable claim for compensation or damages on account of damage to Sublessee's interest, cost, and expense of removing its personal property from the Premises, and moving any building or structure placed upon the Premises by Sublessee and which Sublessee has the right to remove.

18. BREACH OF AGREEMENT:

(a) Any one of the following events shall be deemed a breach of this Agreement:

- (i) If Sublessee fails to make a monetary payment within ten (10) days of its due date and does not cure such failure within five (5) business days after receipt by Sublessee of notice of such failure; or
- (ii) If Sublessee defaults in any of any Sublessee's undertakings in this Agreement other than monetary payments referred to above, and such default continues for fifteen (15) days after written notice; or
- (iii) If any voluntary or involuntary petition or similar pleading under any bankruptcy act be filed by or against Sublessee; or
- (iv) If the interests of Sublessee are levied upon or attached by process of law; or
- (v) If Sublessee makes an assignment for the benefit of creditors; or
- (vi) If Sublessee acts (or fails to act) in any manner that would cause the Sublessor to be in a breach of the Underlying Agreement.

(b) In case of any breach hereof, Sublessor shall have all rights against Sublessee as would be available (i) to Metra under the Underlying Agreement against the Sublessor under the Underlying Agreement as if such breach were by the Sublessor thereunder, or (ii) in law or at equity.

(c) Sublessee shall be responsible to Sublessor for Sublessor's costs of enforcing this Agreement, including reasonable attorney's fees.

(d) In case of any default by Sublessor, Sublessee shall provide Sublessor with written notice of such default. In the event Sublessor does not cure its default within thirty (30) days of receipt of notice, Sublessee's sole remedy shall be the termination of this Agreement.

19. TERMINATION REFUND: Sublessor may terminate this Agreement if Metra terminates the Underlying Agreement. Upon such termination, if rent and utilities shall have been paid in advance, Sublessor shall refund to Sublessee the unearned portion thereof for the period extending beyond such date of termination, less any cost of any repairs required to restore the Premises to its original condition. Sublessor shall have no other liability to Sublessee in the event of such termination.

20. SURRENDER OF PREMISES:

(a) Upon the termination of this Agreement by any manner, means, or contingency whatsoever, Sublessee shall without further notice or demand deliver possession of the Premises to Sublessor in as good condition as the Commencement Date, reasonable wear and tear excepted. Sublessee hereby agrees to remove all materials, signs, debris, or any other articles, structures or facilities owned by Sublessee or permitted to be placed on the Premises by Sublessor before the termination of this Agreement, restoring the area to its original condition, notwithstanding structural or utility improvements.

(b) If Sublessee shall fail to so remove such property within forty-five (45) days of receipt of such notice of termination from Sublessor, then Sublessor may, forthwith make such removal at Sublessee's expense. Such failure shall constitute an abandonment of such property and title thereto shall pass to Sublessor immediately, without any reimbursement either by set-off, credit allowance, or otherwise to be paid to Sublessee.

21. FAILURE TO VACATE: Sublessee shall pay Sublessor as liquidated damages and not as a penalty for forfeiture, \$100 per day each day that Sublessee retains possession of the Premises or any part thereof, after the termination of this Agreement whether by lapse of time or otherwise. "Possession of the Premises" shall include but shall not be limited to continued placement of materials, signs, debris, or other articles or facilities owned by Sublessee or permitted to be placed on the Premises by Sublessor.

22. WAIVER OF REMEDIES:

(a) No waiver of any default of Sublessee shall be implied from failure or omission by Sublessor to take any action on account of such default. No express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. No receipt of money by the Sublessor from Sublessee (1) after any default by Sublessee, (2) after the termination of this Agreement, (3) after the service of any notice or demand or after the commencement of suit, or (4) after final judgment for possession of the Premises; shall waive such default or reinstate, continue, or extend the term of this Agreement or affect in any way any such notice or suit as the case may be.

(b) The erection of buildings or other improvements on the Premises shall not constitute a waiver or affect in any way the right of either party to terminate this Agreement.

23. NO ASSIGNMENT: Any sale, assignment, transfer, or underletting of this Agreement by the Sublessee without the previous written consent of Metra and the Sublessor shall be void.

24. RIGHTS ARE CUMULATIVE: All rights and remedies of Sublessor shall be cumulative and none shall exclude any other rights and remedies allowed by law.

25. NOTICES: All notices, demands, elections, and other instruments required or permitted to be given or made by either party upon the other by the terms of this agreement

or any statute shall be in writing. Notice shall be deemed to have been sufficiently served if sent by certified or registered mail with proper postage prepaid to Sublessor or Sublessee at the respective address shown below. Such notices, demands, elections and other instruments shall be considered as delivered to recipient on the first business day after deposit in the U.S. Mail.

Notices to Sublessee shall be mailed to:

Miga's Coffee Shop:
Attention: Valentina Da Silva
493 Shadow Lake Bay, Roselle, IL 60173

Miga's Coffee Shop:
Attention: Ana Escalona
6813 Plumtree Lane, IL 60133

Notices to Sublessor shall be mailed to:

Village of Hanover Park
Attention: Village Manager
2121 Lake Street, Hanover Park, Illinois 60133

26. ENTIRE AGREEMENT: All the representations and obligations of the parties, if any, are contained herein. No modifications, waiver, or amendment of this Agreement, or any of its terms, shall be binding upon Sublessor unless such are in writing and signed by a duly authorized official of the Sublessor.

27. EXTENSIONS OF TERM: Sublessee shall have the right, subject to the prior written consent of Metra, which consent shall not be unreasonably withheld, to be exercised as hereinafter provided, to extend the term of this Agreement for three (3) additional consecutive periods of one (1) year each, upon satisfaction of the following terms and conditions:

(a) That each extension period shall be for a period no longer than one (1) year;

(b) That, at the time of the exercise of such right and at the time the extension term begins, Sublessee shall not be in default in the performance of any of the terms, covenants, and conditions herein contained;

(c) That this Agreement shall not have been terminated during the Term or any additional extension of the Term and shall be in full force and effect at the date of such exercise of the right to renew and at the date the renewal terms begins; and,

(d) That such extension shall be upon the same terms, covenants, and conditions contained in this Agreement.

(e) That the Sublessor and Sublessee shall agree as to the rent to be paid.

Sublessee shall exercise its rights of extension for each extension of the term granted hereby only in the following manner: at any time after the commencement of this Agreement, but no later than ninety (90) days prior to the end of the then current term, Sublessee shall notify Sublessor in writing of its election to exercise the rights to extend this Agreement for one additional year.

28. RAIL SERVICES: Metra and Sublessor make no warranties or representations expressed or implied, as to continued rail service to the Premises.

29. METRA APPROVAL: This Agreement is expressly contingent upon the written consent of Metra.

30. SIGNAGE: Sublessee, at Sublessee's expense, shall be allowed building standard signage allowed per Village code. Sublessee shall be responsible for all permits associated with building signage. Sublessee shall submit signage drawings to Sublessor for written approval.

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first above written.

SUBLESSOR:

SUBLESSEE:

VILLAGE OF HANOVER PARK

By: _____

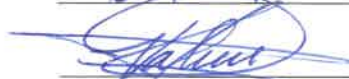
By: Valentina Da Silva

Title: _____

Title: Business Owner

Date: _____

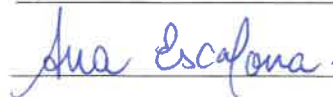
Date: 06/09/2026



By: Ana Escalona

Title: Co-Owner

Date: 06/09/2026





Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

7-A.8

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Interim Village Manager
Courtney Sage

May 19, 2026

Valentina Da Silva and Ana Escalona
225 S. Main Street
Bartlett, IL 60103

RE: Lease Proposal – Rent Abatement Request – 1975 Lake Street

Dear Ms. Da Silva and Ms. Escalona,

Thank you for your interest in leasing the vendor space at the Hanover Park Commuter Station. We appreciate the investment of time and resources you are prepared to commit to establishing the proposed bakery/coffee shop.

The Village is in receipt of your one-year rent abatement request. We recognize that the establishment of a new business requires considerable upfront capital investment, and that the development of a customer base may take time. After careful consideration, the Village is prepared to offer rent abatement for up to twelve months from the commencement date of the lease, contingent upon the terms below.

All monetary rent shall be abated for the initial three months, provided the Lessee is actively proceeding with the improvements to the space, and the Lessee is actively performing the daily cleaning of the station, as outlined in the lease. Any further abatement of rent or any portion of it beyond the initial 90 days will be subject solely to Village Manager discretion.

We look forward to working collaboratively with you and believe your business will be a meaningful contribution to the property. Please be advised that the terms outlined above are subject to final approval of the Village Board. Upon mutual acceptance of the proposal above and the lease agreement, as represented by you signing each, the matter will be presented to the Village Board for formal consideration.

Please reach out to our Community Development Director, Shubhra Govind, if you have any questions. Director Govind can be reached at sgovind@hpil.org.

Sincerely,


Courtney Sage
Interim Village Manager

Read & agreed to:

Dated:


06/01/2026



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Approval of a Master Planning Services Agreement with Leopardo Construction

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the approval of a Master Planning Services Agreement with Leopardo Construction in the amount of \$164,894 for the development of a Campus Master Plan.

Discussion

The need for a new Village Hall and Public Works facility was highlighted in the approved FY2025-FY2029 Strategic Plan. It has been identified that both buildings have reached a point where future renovations present a poor return on investment due to their age and structural limitations.

Although the 50-year-old Village Hall is structurally sound due to its concrete and block construction, modernizing the facility to meet current building and accessibility codes presents prohibitive financial hurdles.

- **Accessibility Compliance:** Updating just four bathrooms on the first and second floors (west side) to meet modern ADA accessibility codes in 2023 was estimated at approximately \$800,000. The high cost is driven by the difficulty of modifying the building's block construction and relocating primary electrical conduits.
- **Elevator Replacement:** Future building updates will require expanding the elevator cars to meet modern standards, which necessitates the installation of an entirely new elevator shafts. While architectural services are required to finalize this estimate, the projected costs are prohibitively high and prompt the consideration of alternative facility options.

Agreement Name: Agreement Approval for Municipal Campus Master Planning Services

Executed By: Courtney Sage

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- **Inefficient Space Utilization:** Although the building possesses a large geometric square footage, the functional workspace is highly restricted. Excessive hallways and poor layout limit the overall usable space for employees and operations.
- **Legacy Police Department Infrastructure:** The building was originally designed as a dual-use facility with the Police Department. Following the police relocation, reconfiguring the vacant space has proven structurally unfeasible. For example, the former jail cells are integral to the west wing's structural integrity. Removing them would require removing the roof, which would be tantamount to tearing down that portion of the building.
- **Lack of Public Amenities:** The facility lacks adequate first-floor public spaces, such as a dedicated community room. The existing Board Room is not well-suited for general community use, leaving a gap in public service amenities of which there is a demonstrated need.

The current Public Works facility has far exceeded its useful life and no longer meets the operational needs of the Department or the community.

Key challenges include:

- **Fleet Maintenance Limitations:** The Public Works garage was not originally designed to accommodate Fire Department apparatus. As a result, the Village's largest fire vehicles cannot be serviced indoors, and even smaller fleet vehicles operate with only inches of clearance when navigating the garage bays. Furthermore, standard Public Works vehicles have become larger and more specialized, rendering the current indoor repair space inadequate to meet modern needs. The low door clearances of the Butler Building, fleet garage, and water garage artificially restrict the Village's equipment purchases, forcing staff to specify specialized equipment solely to navigate these outdated facility constraints.
- **Space and Staffing Constraints:** The current lunchroom is a repurposed garage, lacking proper electrical power and facilities, and is not large enough for the entire department. Additionally, storage closets are actively being used as office space for part-time staff because there is no room left for expansion. The exterior "yard space" required for daily Public Works operations, such as storing pipes, streetlights, water appurtenances, and excavation spoils, is very tight, especially when the need to move fire vehicles to the fleet garages and fuel island is taken into account. The Village currently uses the property at the Bayside Lift Station for some storage. This creates severe operational inefficiencies.
- **Inadequate Locker Rooms:** The facility's locker rooms cannot be expanded. This poses a severe issue for the women's locker room, as the Village continues to employ more female personnel than was contemplated when the building was constructed. Even minor modifications to the facilities would require significant upgrades to meet modern building codes, meaning that the locker & bathrooms have been largely untouched for 40 years and are in severe need of updating.
- **Failing Infrastructure ("Butler Building"):** The existing street garage, a prefabricated steel building, was designed for an approximate 20-year lifespan but has now been in use for over 30 years. Despite robust preventive maintenance, prolonged

exposure to road salt is actively corroding the structure, making future failure inevitable.

As part of the Strategic Plan, the implementation of a Campus Master Plan was identified as a necessary objective. In the spring of 2026, the Village issued a Request for Qualifications (RFQ) to architectural and construction management firms. Eight firms submitted qualifications, and three were subsequently interviewed. The team led by Leopardo Construction and Dewberry Architects demonstrated the most comprehensive qualifications to meet the needs of the Village. Notably, this is the same team that successfully constructed the Hanover Park Police Headquarters between 2010 and 2012, and Dewberry served as the architect for Fire Station #16.

This planning project was intentionally structured to span two fiscal years. The Village allocated \$100,000 in the FY26 budget and anticipated requesting an additional \$100,000 in FY27, for a total of \$200,000. Leopardo Construction's proposal of \$164,894 falls well below this budgeted projection. Staff anticipates the full \$100,000 in the FY2026 budget will be utilized with the remainder of the contracted total (\$64,894) budgeted in 2027.

The Master Plan will evaluate two primary alternatives:

1. Constructing a new Village Hall in the Village Center and building a new Public Works facility on the site of the current Village Hall and Public Works campus.
2. Construct Village Hall and Public Works buildings at the existing site, with construction designed to meet the operational needs of both Village and Public Works staff — whether combined into a single facility or maintained as two separate buildings.

During this process, the consultant will prepare a Needs Assessment Report, develop a Facility Program Report, prepare conceptual site planning, and prepare preliminary budget estimates and implementation timelines. The resulting Master Plan Report will assist in making a final recommendation to the Village Board for next steps, if the Board wishes to pursue the construction of new facilities.

Staff anticipates presenting the finalized Master Plan and a recommended course of action to the Village Board in the spring of 2027.

Recommended Action

Motion to approve a Master Planning Services Agreement with Leopardo Construction in the amount of \$164,894 for the development of a Campus Master Plan and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Agreement

Budgeted Item:	☒ Yes ☐ No
Budgeted Amount:	\$100,000
Actual Cost:	\$164,894
Account Number:	10-60-6100-403-461

☐ Minority Owned Business
☐ Woman Owned Business
☐ Veteran Owned Business
☐ LGBT Owned Business
☐ Disability Owned Business
☒ Not Applicable

MASTER PLANNING SERVICES AGREEMENT

AGREEMENT made this ____ day of June, 2026, between the Village of Hanover Park, 2121 Lake Street, Hanover Park, IL 60133 (the “Village”), and Leopardo Construction, Inc., 5200 Prairie Stone Parkway, Hoffman Estates, IL 60192 (“Leopardo”), for master planning services (the “Agreement”).

WHEREAS, the corporate authorities of the Village believe that Leopardo, due to its experience, is uniquely qualified to provide pre-construction consulting services to the Village for the development of a new Village Hall and Public Works Facility (the “Project”).

WHEREAS, Leopardo has retained the team of Dewberry Architects Inc., Kueny Architects, Eriksson Engineering Associates, and RVi Planning (the “Subcontractor Team”) to provide the best value and expertise to the Village. Leopardo shall be responsible for completing the services of the subcontractor team.

NOW THEREFORE, in consideration of their mutual promises set forth herein, the Village and Leopardo, hereby agree as follows:

1. INCORPORATION OF RECITALS. The recitals set forth above are incorporated herein and made a part of this Agreement.

2. PROJECT UNDERSTANDING

The Village is currently planning for the future of the Village Hall and Public Works facilities. There are two possibilities that the Village would like to be considered as part of the master planning efforts. Option 1 would be to build a new Village Hall in a new location while the Public Works department stays on site and builds a new facility that fits their needs. Option 2 would be for the Village Hall and Public Works buildings to remain at their existing site, with construction designed to meet the operational needs of both Village and Public Works staff — whether combined into a single facility or maintained as two separate buildings.

3. Master Planning Phase. The Village hereby retains Leopardo to perform advisory and consulting services, as follows:

A. PROJECT STARTUP

- a. Facilitate kickoff meetings with the core project team and elected officials to establish project understanding and expectations.
- b. Confirm project goals, success criteria, schedule milestones, communication procedures and decision-making protocols.
- c. Identify and organize stakeholder groups and establish engagement strategies.

- d. Collect, review, and evaluate existing studies, facility plans, reports, operational data, and relevant background information.

B. FACILITY NEEDS ASSESSMENT

- a. Conduct interviews and workshops with department leadership and key staff.
- b. Review existing facility conditions, operational workflows, deficiencies, and site constraints.
- c. Evaluate current space utilization, operational inefficiencies, and future growth considerations.
- d. Assess current and projected staffing, fleet, equipment, and storage needs.
- e. Benchmark comparable municipal facilities and industry best practices.
- f. Prepare a Needs Assessment Report summarizing findings, deficiencies, opportunities, and recommendations.

C. FACILITY PROGRAMMING

- a. Develop detailed facility programs for Village Hall and Public Works operations.
- b. Define departmental space requirements, adjacencies, circulation, and functional relationships.
- c. Establish preliminary gross and net square footage requirements for each department and facility component.
- d. Identify specialized space needs including public spaces, meeting areas, council chambers, training rooms, fleet maintenance, and storage areas.
- e. Prepare conceptual blocking and stacking diagrams illustrating functional organization.
- f. Deliver a comprehensive Facility Program Report documenting recommended space requirements and planning criteria.

D. CONCEPTUAL MASTER SITE PLANNING

- a. Evaluate potential development and redevelopment site options.

- b. Facilitate stakeholder design workshops and planning charrettes to review goals and conceptual alternatives.
- c. Develop conceptual site plans for preferred sites and facility configurations.
- d. Evaluate alternative project locations and development opportunities as needed.
- e. Illustrate conceptual building placement, circulation patterns, access, parking, services areas, and site relationships.
- f. Assess zoning, utility availability, environmental considerations, and other site constraints.
- g. Prepare conceptual graphics, renderings, and presentation materials for stakeholder and board review.

E. FINANCIAL PLANNING

- a. Evaluate preliminary building systems, material selections, structural concepts, and enclosure approaches impacting project cost and life cycle considerations.
- b. Develop preliminary opinion of probable construction costs for each facility and site option.
- c. Identify and outline potential funding strategies, financing considerations, and implementation impacts.
- d. Evaluate procurement and delivery strategies including bid packaging, direct purchase opportunities, and cost control approaches.
- e. Prepare preliminary project cash flow projections and implementation budgeting

F. IMPLEMENTATION PLANNING

- a. Identify and evaluate project phasing and sequencing.
- b. Develop preliminary project schedules and implementation timelines.
- c. Prepare a Final Master Plan Report summarizing findings, recommendations, preferred options, and implementation strategies.
- d. Develop a comprehensive Capital Improvement Plan aligned with preferred project recommendations and funding considerations.

G. SUMMARY OF DELIVERABLES

- a. Project Work Plan and Schedule
- b. Existing Conditions & Needs Assessment Report
- c. Facility Program Report
- d. Conceptual Site Plans and Graphics
- e. Preliminary Cost Estimates & Financial Plan
- f. Final Master Plan Report
- g. Stakeholder and Board Presentation Materials

4. Independent Contractor. Leopardo will act as an independent contractor in the performance of the consultant's duties under this Agreement and nothing herein shall be construed to create the relationship of employer and employee between Leopardo and the Village. Leopardo shall have no authority, executive or otherwise, to contractually or otherwise bind the Village.

5. All books, papers, notes, records, lists, data, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, magnetic media, electronic files, printouts, backups, and computer databases created or modified by relating in any manner to the work performed by Leopardo or by anyone else and used by Leopardo in performance of the services under this Agreement (the "Work") shall be a "work made for hire" as defined by the laws of the United States regarding copyrights.

6. Leopardo hereby assigns to the Village and its successors and assigns all of its right, title, interest and ownership in the Work, including, but not limited to, copyrights, trademarks, patents, and trade secret rights and the rights to secure any renewals, reissues, and extensions thereof. Leopardo grants permission to the Village to register the copyright and other rights in the Work in the Village's name. Leopardo shall give the Village or any other person designated by the Village all assistance reasonably necessary to perfect its rights under this Agreement and to sign such applications, documents, assignment forms and other papers as the Village requests from time to time to further confirm this assignment. Leopardo further grants to the Village full, complete and exclusive ownership of the Work. Leopardo shall not use the Work for the benefit of anyone other than the Village, without the Village's prior written permission. Upon completion of the Work or other termination of this Agreement, Leopardo shall deliver to the Village all copies of any and all materials relating or pertaining to this Agreement.

7. The drawings, specifications, reports, and any other Project documents prepared by Leopardo in connection with any or all of the services furnished hereunder shall be delivered to

the Village for the use of the Village. Leopardo shall have the right to retain originals of all Project documents and drawings for its files. Furthermore, it is understood and agreed that the Project documents such as, but not limited to, reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine-readable form, are instruments of professional service intended for one-time use in the construction of this Project. The Village may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

8. Village's Responsibilities. For Leopardo's performance of the services set forth above, the Village shall pay Leopardo on the following basis of payment:

a. Amount of Fee. Leopardo shall receive, as full payment for completing all work required under this Agreement, a fee to be billed on a time and material basis, not to exceed the Total Estimated Fee consisting of payment for the services at the hourly rates as shown on Exhibit A attached hereto and made a part hereof.

b. Estimated Fee. Leopardo has estimated the fee for the Master Planning Services to be a lump sum fee of One Hundred Sixty-four Thousand Eight Hundred Ninety-Four (\$164,894.00) Dollars.

c. Payment of the Fee. The Village, for and in consideration of the rendering of the services enumerated herein, shall pay Leopardo for rendering such services the fee hereinbefore established in the following manner:

(1) The Village will pay Leopardo an equal amount monthly.

(2) Payments shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1, *et seq.*).

9. Certification.

A. Leopardo hereby certifies, represents and warrants to the Village as a condition of any Agreement with the Village, that Leopardo is:

- I. not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1;
- II. not barred from contracting as a result of a violation of either Section 33E-3 (bid-rigging) or 33E-4 (bid-totaling) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4);
- III. not in default, as defined in 5ILCS 385/2, on an educational loan, as defined in 5ILCS 385/1.

- B. In addition, Leopardo hereby represents and warrants to the Village as a condition of any Agreement with the Village that Leopardo will, pursuant to 30 ILCS 580/1 *et seq.* ("Drug-Free Workplace Act"), provide drug-free workplace by:

(a) Publishing a statement:

1. Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance including cannabis, is prohibited in Leopardo's workplace.
2. Specifying the actions that will be taken against employees for violations of such prohibition.
3. Notifying the employee that, as a condition of employment on this Agreement, the employee will:
 - a. abide by the terms of the statement;
 - b. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

(b) Establishing a drug-free awareness program to inform employees about:

1. the dangers of drug abuse in the workplace;
2. Leopardo's policy of maintaining a drug-free workplace;
3. any available drug counseling, rehabilitation, and employee assistance program; and
4. the penalties that may be imposed upon employees for drug violations.

(c) Making it a requirement to give a copy of the statement required by Subsection B to each employee engaged in the performance of the Agreement, and to post the statement in a prominent place in the workplace.

(d) Notifying the Village within ten (10) days after receiving notice under Paragraph B(a)3 b from an employee or otherwise receiving actual notice of such conviction.

- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by 30 ILCS 580/5.
- (f) Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

C. During the performance of this Agreement, Leopardo agrees as follows:

- (a) It will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- (b) If it hires additional employees in order to perform this Agreement or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit; and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (c) In all solicitations or advertisements for employees placed by them or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- (d) It will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of Leopardo's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with Leopardo in its efforts to comply with such Act and Rules and Regulations, Leopardo will promptly so notify the Illinois Department of Human Rights and the Village and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

- (e) It will submit reports as required by the Illinois Department of Human Rights, Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the Village, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
 - (f) It will permit access to all relevant books, records, accounts and work sites by personnel of the Village and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
 - (g) It will not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their Services at any location, under its control, where segregated facilities are maintained. As used in this section, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise.
 - (h) It shall disclose, in writing, to the Village any economic interest either Leopardo, or its affiliates, may have in any project in the Village that may be the subject of the services rendered in this Agreement.
- D. Leopardo has and will have in place and will enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105 (A)(4).
 - E. No officer or employee of the Village has solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from Leopardo in violation of the Municipal Code of the Village.
 - F. Leopardo has not given to any officer or employee of the Village any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer in violation of the Municipal Code of the Village.

- G. Leopardo acknowledges that, pursuant to the provisions of the Illinois Freedom of Information Act, (5 ILCS 140/1 *et seq.*), documents or records prepared or used in relation to work performed under this agreement are considered a public record of the Village; and therefore, within thirty (30) days of completion of the work required of the Contractor under this agreement, Leopardo shall produce to the Village, in electronic format, all records that directly relate to the governmental function performed by the Leopardo under this agreement at no additional cost to the Village; and furthermore, the Leopardo shall review its records and promptly produce to the Village any additional records in the Leopardo's possession which the Village requires in order to properly respond to a request made pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*), and the Leopardo shall produce to the Village such records within three (3) business days of a request for such records from the Village at no additional cost to the Village.

10. Insurance. Throughout the term of this Agreement, Leopardo shall procure and maintain in full force, general liability insurance, including errors and omissions coverage, upon terms and amounts acceptable to the Manager of the Village, naming the Village as an additional insured and not cancellable without thirty (30) days prior written notice to the Village.

11. Amendment. This Agreement can only be amended by the written agreement of the parties.

12. Severability. If any provision of this Agreement is found to be invalid, all of the remaining provisions of this Agreement will nonetheless remain in full force and effect.

13. Entire Agreement. This Agreement embodies the entire understanding of the parties and supersedes all prior negotiations, understandings and agreements with respect to the subject matter hereof.

14. Applicable State Law. This Agreement shall be construed under and governed by the laws of the State of Illinois, and all actions brought to enforce any item of this Agreement shall be so brought in the State of Illinois.

15. Conflict of Interest. Leopardo represents and certifies that, to the best of its knowledge: (1) no Village employee or agent is interested in the business of Leopardo or this Agreement; (2) as of the date of this Agreement, neither Leopardo nor any person employed or associated with Leopardo has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Leopardo nor any person employed by or associated with Leopardo 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.

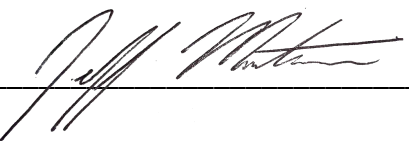
Leopardo is not currently aware of any relationship that would create a conflict of interest with the Village or those parties-in-interest of which the Village has made Leopardo aware. As of the date hereof, Leopardo has not represented any such persons or entities known to it to have any such a relationship in connection with the consulting services to be performed. Leopardo will not during the term of this Agreement represent the interests of any such persons or entities or people (known to Leopardo to have any such a relationship) in connection the consulting services to be performed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year above written.

VILLAGE OF HANOVER PARK

LEOPARDO CONSTRUCTION, INC.

By: _____
Rodney S. Craig, Village President

By:  _____

ATTEST:

ATTEST:

Kristy Merrill, Village Clerk

Exhibit A

Leopardo's Hourly Rates

Village of Hanover Park
Master Planning Services



Proposed Services/Hours/Fees

ACTIVITY	STAFFING	HOURS	RATE/HR	COST
Project Startup				\$ 2,960
	Executive Vice President	4	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	4	\$ 140	\$ 560
	Cost Estimator	0	\$ 130	\$ -
Facility Needs Assessment				\$ 5,678
	Executive Vice President	4	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	16	\$ 140	\$ 2,240
	Cost Estimator	8	\$ 130	\$ 1,038
Facility Programming				\$ 2,680
	Executive Vice President	2	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	2	\$ 140	\$ 280
	Cost Estimator	0	\$ 130	\$ -
Conceptual Master Site Planning				\$ 2,960
	Executive Vice President	2	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	4	\$ 140	\$ 560
	Cost Estimator	0	\$ 130	\$ -
Financial Planning				\$ 13,191
	Executive Vice President	16	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	40	\$ 140	\$ 5,600
	Cost Estimator	40	\$ 130	\$ 5,191
Implementation Planning				\$ 3,479
	Executive Vice President	8	\$ 175	No Charge
	Project Executive	16	\$ 150	\$ 2,400
	Preconstruction Manager	4	\$ 140	\$ 560
	Cost Estimator	4	\$ 130	\$ 519
Total Lump Sum Cost (Leopardo)				\$ 30,949
Dewberry, Kueny Architects, Eriksson Engineering Associates, and RVI Planning Costs				\$ 130,945



Hanover Park ^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Shubhra Govind, Director of Community & Economic Development

SUBJECT: Ordinance Amending the Village Sign Code

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board of Trustees approve an Ordinance amending the Sign Code.

Discussion

At the May 21st Workshop, staff presented potential amendments to the Village's Sign Code, balancing business visibility needs with community aesthetics and public safety. These proposed amendments were also reviewed and supported by the Economic Development Committee. Based on the Village Board's discussion, staff has prepared an Ordinance for the Village Board's consideration.

Proposed Temporary Signage Amendments

- *"Coming Soon" Signs:* It is proposed to allow "Coming Soon" signs for 60 days following the application and zoning approval of a Business License. The Zoning Administrator may also grant one 30-day extension. Additionally, size requirements have been clarified, depending on whether these are banners, free-standing or window signs.
- *Special promotion signs:* The duration is proposed to be extended from four 10-day periods to four 15-day periods, two of which can be combined for a 30-day special event. New businesses (within 1 year of receiving their Final Certificate of Occupancy) may receive an additional 30-day permit for a total of 60-days.

Proposed Shopping Center Directory Signs

Staff is recommending allowing certain shopping centers to install building-mounted directory signs where existing site conditions limit visibility from major roadways:

- Shopping centers may install a directory sign on an end unit, provided the total sign area does not exceed 50 percent of the total permitted shopping center freestanding sign area. A business may have a separate sign on the same frontage as the directory as long as it is not in addition to a sign within the directory.

Proposed Pilot Program - Feather Signs

While feather signs are currently prohibited under the Sign Code, during the Workshop, the Village Board was supportive of a 1-year pilot program for Village-issued feather signs.

The proposed pilot would allow qualifying new businesses in the B-1 and B-2 districts to use one Village-issued feather sign for up to 30 days, subject to a refundable deposit and operational requirements.

The proposed approach is intended to balance business promotion opportunities with appropriate oversight and consistency through standardized Village branding and administration. Typically, there may be 3 to 5 new businesses per month at most.

The proposed Ordinance enables this as a pilot program until July 31, 2027, with the ability to extend at the discretion and approval of the Village Board.

Clarification of Placement of Signs

The Sign Code prohibits placement of signs on fences, except "No Trespassing" and "Beware of Dog" signs. Typically, construction signs are also located on construction fences providing information about proposed development. 'Construction signs, excluding Real Estate' signs, have been added to Section 6-4.

Recommended Action

Motion to approve an Ordinance amending Chapter 6, The Hanover Park Sign Code, of the Municipal Code of the Village of Hanover Park.

Attachments: Ordinance

Budgeted Item:	☐ Yes	☐ No
Budgeted Amount:	\$ N/A	
Actual Cost:	\$ N/A	
Account Number:	N/A	

ORDINANCE NO. O-26-

AN ORDINANCE AMENDING CHAPTER 6, THE HANOVER PARK SIGN CODE, OF THE MUNICIPAL CODE OF THE VILLAGE OF HANOVER PARK

WHEREAS, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Chapter 6 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 6-3. - Definitions.

Coming soon sign. A temporary sign advertising the commencement of an approved business, service or activity.

Going out of business sign. A temporary sign advertising the termination of a business, service or activity.

Directory Sign. A wall sign designating several tenants in a shopping center.

Sec. 6-4. - Prohibited signs

(b) Prohibited placement of signs.

(2) Signs affixed to fences and railings, except "No Trespassing", "Beware of Dog" ", and "Construction", excluding "Real Estate" signs in accordance with all other applicable sections of this article.

Sec. 6-5. Temporary signs.

(a) *Temporary signs not requiring permits.* The following types of temporary signs do not require permits, but must conform with all other requirements of this article. These signs are permitted in districts where specified.

- (1) *Government signs.* Of any type, number area, height, location, or illumination as specified by law or statute.
- (2) *Political signs.* Shall not exceed six square feet per side of each sign and 36 square feet per lot, posted on private property, provided that said signs are removed from non-residential properties no more than seven days after the election or activity to which they pertain.
- (3) *Real estate signs and construction signs.* Not exceeding one double-faced sign per street on which the property fronts. Such signs shall not be illuminated, must be removed seven days following the closing of the sale or lease or the completion of construction, and shall not exceed the following size restrictions:

-
- a. For residential, historic, and limited office districts: Six square feet per side.
 - b. For commercial districts: 24 square feet per side.
 - c. For industrial districts: 48 square feet per side.
 - d. For vacant land, zoned R single-family residence district, greater than five acres in size: 48 square feet per side.
- (4) *Civic event signs.* Shall not exceed 40 square feet in area per side and a maximum of one double-faced sign per street on which the property fronts. Civic event signs shall be posted no earlier than 30 days prior to the event and shall be removed no more than seven days following the event.
- (5) *Garage sale signs.* Not exceeding six square feet in area per side and four feet in height. One garage sale sign is permitted per frontage at the garage sale location. The sign must be displayed on private residential property and must identify the address and dates of the sale. Off-site signs shall only be permitted on private property with the consent of the owner of the property where the sign is placed. Signs may be displayed only one day prior to or during the sale.
- (6) *Temporary window signs.* Not exceeding 50 percent of the window area.
- (7) *Open house signs.* Shall not exceed one double-faced sign and six square feet per side. The sign must be located on the property offering the open house. Additional double-faced signs, not exceeding six square feet per side, may be located on private property with the consent of the property owner at the nearest intersection to the property holding the open house. Said signs shall be posted only during the hours the house is open.
- (8) *Corporate flags.* In districts where permitted and in accordance with the following requirements:
- a. One corporate flag shall be permitted per business, not to exceed 20 square feet in area.
 - b. The flag shall be flown from a permanently mounted flagpole. The height of the flagpole shall not exceed 20 feet or the height of the building, whichever is lower.
 - c. Governmental flags may be flown on the same pole as a corporate flag.
 - d. Faded or torn flags shall be removed, replaced, or repaired to original condition.
- (9) *Light pole banners.* Only in shopping centers, and as permitted below:
- a. Banners shall not exceed 96 inches in length and 33 inches in width.
 - b. A maximum of two banners are permitted per pole.
 - c. The banners shall not advertise any products, but may include the name and logo of the shopping center or businesses within the shopping center.
 - d. Faded or torn banners shall be removed, replaced, or repaired to original condition.
 - e. A minimum eight-foot vertical clearance shall be maintained for all light pole banners.

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- (10) *Help wanted signs*. Located on private property, shall not exceed one double-faced sign per street frontage, and not exceeding the following size restrictions:
 - a. Six square feet per side in residential, historic and limited office districts.
 - b. Twenty-four square feet per side in business districts.
 - c. Forty-eight square feet per side in industrial streets [districts].
 - (11) *Going out of business signs*. One sign, not be displayed more than 90 days before the termination date of the business. The sign must be displayed on private property and may be no more than 40 square feet if a banner or 24 square feet per side if free-standing.
 - (12) *Model subdivision signs*. Shall not exceed 150 square feet in area and must be located on the development premises. The sign must be removed when the last lot is sold.
 - (13) *Model signs*. Not exceeding one double-faced sign per model, six square feet per side, and must be removed when the last model is sold.
 - (14) *Coming soon signs*. One sign, not to be displayed for more than 60 days, following the application and zoning approval of a business license. The Zoning Administrator may grant one 30-day extension. Signs may be no more than 40 square feet if a banner or 24 square feet per side if free-standing. Additional window signs must follow all other window sign regulations in this chapter.
- (b) *Temporary signs requiring permits*.
- (1) Special promotion signs for:
 - a. *Businesses not located within a shopping center*:
 - 1. A maximum of four permits shall be issued to businesses located on shopping center outlots and all other businesses not located within a shopping center each calendar year. Each permit shall be associated with only one temporary sign. No more than one temporary wall banner can be permitted per business at one time.
 - 2. Each permit shall be valid for not more than fifteen consecutive days, and two, fifteen-day periods may be held consecutively. There shall be a gap of at least 30 days following a 30-day period prior to another permit for a temporary sign being issued. Businesses may, during their first year after receiving a Final Certificate of Occupancy, receive an additional 30-day permit.
 - 3. The applicant shall post a \$100.00 cash bond as part of the permit to ensure the removal of the signs when the permit expires. Failure to remove the signs shall result in the forfeiture of the bond and other enforcement action.
 - 4. Temporary wall banner signs must be located on the same zoning lot as the subject business and can be up to 40 square feet in the aggregate by right. Larger banners may be permissible based upon building frontage and setback as follows:

Building Setback from Property Line (feet)	Maximum Sign Area Per Lineal Foot of Building Frontage
0—100	1.00 sq. ft. to 1 ft.
101—200	1.25 sq. ft. to 1 ft.
201—300	1.50 sq. ft. to 1 ft.
301—400	1.75 sq. ft. to 1 ft.
401—500	2.00 sq. ft. to 1 ft.
Over 500	2.25 sq. ft. to 1 ft.

b. *Businesses located within a shopping center:*

1. Each individual business in a shopping center shall be permitted three permits each calendar year.
2. Each permit shall be valid for not more than fifteen consecutive days, and the two fifteen-day periods may be held consecutively for a total of 30 days. Each permit shall be associated with only one temporary sign. Only one temporary wall banner shall be permitted per business at one time. Businesses may, during their first year after receiving a Final Certificate of Occupancy, receive an additional 30-day permit.
3. If more than three businesses display permitted special promotion signs concurrently, it shall be considered a shopping center-wide event.
4. Each shopping center shall be permitted three shopping-center-wide events per calendar year, in addition to the individual business special promotion events. Each event shall not exceed more than ten consecutive days.
5. Temporary wall banner signs must be affixed to the wall of the subject business and can be up to 40 square feet in the aggregate by right. Larger banners may be permissible based upon building frontage and setback as follows:

Building Setback from Property Line (feet)	Maximum Sign Area Per Lineal Foot of Building Frontage
0—100	1.00 sq. ft. to 1 ft.
101—200	1.25 sq. ft. to 1 ft.
201—300	1.50 sq. ft. to 1 ft.
301—400	1.75 sq. ft. to 1 ft.
401—500	2.00 sq. ft. to 1 ft.
Over 500	2.25 sq. ft. to 1 ft.

6. The applicant shall post a \$100.00 cash bond as part of the permit to ensure the removal of the signs when the permit expires. Failure to remove the signs shall result in the forfeiture of the bond and other enforcement action.

7. Written permission from the landlord or manager of the shopping center is required before a permit is issued.

(2) Grand opening signs shall conform to the following regulations:

- a. For the grand opening of a new business, one special promotion sign permit may be issued. The permit shall be valid for a maximum of 60 days and must be issued within 120 days from the date of issuance of the business license.
- b. The applicant shall post a \$100.00 cash bond as part of the permit to ensure the removal of the signs when the permit expires. Failure to remove the signs shall result in the forfeiture of the bond and other enforcement action.
- c. Grand opening signs must be located on the same zoning lot as the subject business and can be up to 40 square feet in the aggregate by right. Larger banners may be permissible based upon building frontage and setback as follows:

Building Setback from Property Line (feet)	Maximum Sign Area Per Lineal Foot of Building Frontage
0—100	1.00 sq. ft. to 1 ft.
101—200	1.25 sq. ft. to 1 ft.
201—300	1.50 sq. ft. to 1 ft.
301—400	1.75 sq. ft. to 1 ft.
401—500	2.00 sq. ft. to 1 ft.
Over 500	2.25 sq. ft. to 1 ft.

- d. In addition to other approved grand opening signs, a business may be granted use of a temporary, Village-issued “now open” sign with the posting of a \$250 refundable deposit for a maximum of 30 days. The style and design of the sign shall be at the discretion of the Village. This Village-issued sign program shall be in place until July 31, 2027. The program may be extended at the discretion and approval of the Village Board.

Sec. 6-8. Permitted signs in business districts.

(b) *Permitted permanent signs for businesses located within shopping centers.*

- (2) Wall signs shall comply with the approved shopping center sign plan and the following requirements:
 - f. End units on shopping center buildings shall be permitted a second wall sign on an additional building face, provided the sign area does not exceed 50 percent of the sign area permitted on the alternate building frontage. Shopping centers may also install a directory sign on an end unit, provided the total sign area does not exceed 50 percent of the total permitted shopping center freestanding sign area. A business may have a separate sign on the same frontage as the directory as long as it is not in addition to a sign within the directory.

SECTION 4: That except as to the amendments heretofore mentioned, all chapters, sections, paragraphs, and subparagraphs of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 5: That this Ordinance shall, by authority of the Village Board of the Village of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect.

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____
Rodney S. Craig
Village President

ATTESTED, filed in my office, and
published in pamphlet form this
day of _____, 2026.

Kristy Merrill, Village Clerk



Hanover Park ^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Proposal with Professional Prestress Services for the Repair of
Precast Panels at the Hanover Park Police Station

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: June 18, 2026

Executive Summary

Staff is requesting that the Village President and Board of Trustees approve a proposal with Professional Prestress Services for the repair of the precast panel caulking at the Hanover Park Police Station in the amount of \$59,400.00.

Discussion

The original polyurethane caulking (Sikaflex 2c) between the Police Department's precast concrete panels has aged and deteriorated. This deterioration is allowing water infiltration, which poses a risk of long-term structural damage to the panels if left unaddressed. Staff originally budgeted \$50,000.00 for a standard like-for-like polyurethane replacement.

During additional project research, staff identified an alternative material: Sika WS-295, a high-performance silicone sealant. Silicone offers superior weather resistance, a significantly longer warranty, and an expected lifespan more than twice that of traditional polyurethane. Staff recommends contracting with Professional Prestress Services, the service division of Dukane Precast, Inc. Dukane is the original manufacturer and installer of the building's precast panels and has successfully performed past maintenance and repairs on the facility.

Upgrading to the silicone sealant increases the base project cost by \$9,400.00. This brings the total project cost to \$59,400.00. No additional funding is required for this upgrade. Staff recently completed the fall protection project under budget, resulting in a surplus of \$15,598.21 in that specific capital budget account. Staff proposes reallocating \$9,400.00 of the surplus funds from the fall protection project to cover the caulking material upgrade.

The precast concrete manufacturing industry has experienced significant market consolidation in recent years, greatly reducing the number of qualified regional vendors capable of serving specialized architectural panels. Because Dukane Precast, Inc. originally manufactured and installed the Police Department's panels during construction, they

Agreement Name: Police Department precast repair project

Executed By: Interim Village Manager

possess the original engineering specifications, concrete mix details, and proprietary knowledge of the building's structural envelope. Staff believe this will be an advantage to the longer-term viability of the Police Station.

Given this industry consolidation and their unique familiarity with the facility, staff recommends procuring this service as a sole source purchase from Professional Prestress Services (the service division of Dukane Precast, Inc.). Utilizing the original manufacturer ensures the new silicone sealant is properly prepared and applied to the exact specifications of the existing joints, eliminating guesswork and guaranteeing long-term performance.

Recommended Action

Motion to waive competitive bidding and approve the proposal from Professional Prestress Services in the amount of \$59,400.00 and authorize the Interim Village Manager to execute the necessary documents. *A two-thirds vote of the corporate authority is required.*

Attachments: Proposal from Professional Prestress Services

Budgeted Item:	☒ Yes ☐ No
Budgeted Amount:	\$50,000.00
Actual Cost:	\$59,400.00
Account Number:	31-20-2300-413-421

☐	Minority Owned Business
☐	Woman Owned Business
☐	Veteran Owned Business
☐	LGBTQ+ Owned Business
☐	Disability Owned Business
☒	Not Applicable



Company: Hanover Park Police Station

Name: Theodore Kaye

Address: 2041 Lake Street

City/State: Hanover Park IL 60133

Email: tkaye@hpil.org

Phone: 630-878-7065

Professional Prestress Services, (Hereafter referred as "Seller"), agrees to furnish to the Buyer the materials set forth in terms and conditions and appendices attached and incorporated hereinto, for construction of improvements on the real property jobsite further identified as:

Project Name: Hanover Park Police Station

Project Number: P26605-V2

Location: Hanover Park

The work covered by this proposal is based solely upon the following documents:

Drawings and Date: N/A

Engineer/Architect: N/A

Specifications: N/A

CONTRACT PRICE:

Seller shall furnish to Buyer all of the materials and services outlined in this proposal, Terms and Conditions, and Appendices attached hereto, for the Contract price of:

\$59,400.00

***** FIFTY NINE THOUSAND FOUR HUNDRED AND NO/100 DOLLARS*****

For Alternate's See Appendix "C"

The Contract price shall not include extra costs to Buyer for Buyer's postponement of delivery, storage, lack of jobsite access, bid performance and payment bonds, board form hold harmless insurance, and delivery other than during Seller's normal working hours. In no event shall Seller be liable for any liquidated damages, penalties, lost profits, special incidental or consequential damages.

This proposal is made on this day, **Friday, January 23, 2026**, and the price quoted above will be valid for thirty (30) days from the date entered. If you have any questions pertaining to this quotation, please contact: **James Underwood at (630) 878-9270 or junderwood@proprestress.com**.

DATE OF ACCEPTANCE: 6-18-2026
COMPANY NAME: The Village of Hanover Park

James Underwood
Professional Prestress Services, Inc.

SIGNATURE: _____
Officer or Authorized Agent
 Courtney Sage, Interim Village Manager

James Underwood

TERMS AND CONDITIONS

1. **Shop Drawings:** Owners and/or owners authorized agent(s) shall review and approve submitted shop drawings for dimensional accuracy and details. Shop drawings returned to Seller by Buyer and/or the responsible authority marked as: reviewed, reviewed for compliance with bid documents, no exceptions taken or approved, shall be deemed the correct interpretation of the work to be performed and products produced in conformity with these shop drawings shall be deemed to comply with the contract documents. Seller will not be required to perform any jobsite measurements or inspect the work of others prior to manufacturing. The proper placement and alignment of all field embedded items and the setting of proper elevations required by Seller is the sole responsibility of the Buyer. Drawings and/or calculations stamped by Registered Illinois Structural Engineer, if applicable, shall be provided after approval process concludes and "For Construction" drawings are issued by Seller. All coordination of the shop drawings between trades will be by the buyer.
2. **Fabrication and Installation:** Fabrication and Installation of precast/prestressed concrete products under this contract shall be performed as per the approved shop drawings submitted by Seller, Inc. only. Production will not commence without a fully executed contract.
3. **Changes or Extras:** No claims or back charges shall be made by Buyer to Seller, Inc. unless the work involved and the price thereof has been agreed upon, in writing, by the parties prior to the performance of the work. The Contract price quoted does not include extra costs for Buyer's postponement of delivery, storage fees if applicable, lack of jobsite access, and delivery other than during Seller's normal working hours which will be added to quoted amount. In no event shall Seller be liable for any liquidated damages, lost profits, incidental or consequential damages. Seller reserves the right to amend this proposal/contract upon receipt and review of a new set of project documents and/or any changes to Seller's shop drawings submitted for approval.
4. **Payment:** Unless otherwise specified and agreed upon by all parties, payment terms are net cash within 30 days from the date of Seller's invoices. Invoices will be rendered every 30 days for work to be completed. If payment is not made within 30 days after the date of the invoice, commencing with the 31st day, interest shall be charged on the unpaid balance at the rate of 1-1/2% per month (18% per annum). Nonpayment shall be cause for immediate stoppage of work by Seller. The seller shall be paid for finished materials produced and stored in our yard. In the event a project is cancelled by the Buyer and/or Owner, it is agreed upon by all parties that the Seller shall be paid a minimum of 5% of the total quoted contract price plus the costs associated with any purchases of any materials required for this specific project's production that have been purchased prior to Seller being notified of cancellation.
5. **Liens:** Seller reserves its' right to the Mechanics Liens and bond claims if Sellers invoices are not paid in a timely manner. In the event it becomes necessary for Seller to place this contract in the hands of an attorney for the enforcement of any of Sellers right hereunder, including the collection of the contract price or portion thereof from Buyer. Buyer shall be responsible for all of Seller's expenses incurred in the filing of a lien or bond claim, court costs and reasonable attorney's fees.
6. **Waiver information:** Seller shall not issue any waivers, partial or final, until payment is made or unless trust or payment receipt is received from Lender or Title Company.
7. **Information:** The name of the Owner, lending institution and/or Title Company, and contact person shall be forwarded to Seller upon request. Buyer shall notify Seller as to required date of invoicing.
8. **Job Conditions and Delivery:** Seller's commencement of its Work, preceded by a visual inspection only and notification of defects of supporting and/or contiguous work shall not constitute a waiver of Buyer's obligation to construct its work in accordance with tolerances and quality levels specified in the Contract Documents. Neither Seller nor its Subcontractors shall be responsible or liable in any way for errors and omissions in the Work of others, including the Contract Documents. All site safety barricades, traffic control devices, engineered control points, and access roads shall be furnished and maintained by the Buyer. The Buyer agrees to pay Seller for truck demurrage at the rate of \$100.00 per hour unloading time in excess of one hour for each truck. All products shall be accepted by Buyer or Owner at delivery to jobsite by Seller.
9. **Delays:** Seller shall not be responsible for any delays on this project resulting from acts or occurrences reasonably beyond its control including, such as but not necessarily limited to, inclement weather, acts of God, labor disputes, unavailability or shortages of material, delays caused by Buyer and/or other Subcontractors, Buyers and/or Owners authorized agents review and approval of Sellers submitted shop drawing, any governmental and or Homeland Security actions, which can affect Seller's ability to perform according to the terms of this Agreement. In the event that any of the above should occur, Seller's schedule obligations shall be revised accordingly. Adherence to the schedule and Seller's corresponding ability to fabricate the product within the scheduled manufacturing window requires the timely performance of the Buyer and Owners authorized agents. Seller may, but shall not be required to, make up time for delays not directly caused by Seller (including but not limited to delays caused by inclement weather. Seller shall give the Buyer written notice of all delays within thirty (30) days of the Seller's knowledge of the facts given rise to the event for which delay is made.
10. **Insurance and Taxes:** Seller agrees to carry Workmen's Compensation and Public Liability Insurance. Owner agrees to provide Builder's Risk, Fire, Extended Coverage and Vandalism Insurance with protection of Seller and/or its contracted associate's interest in materials supplied, work in process and finished work at the jobsite. Seller agrees to pay all Sales Tax, Social Security and/or pension and Unemployment Compensation taxes upon the material and labor provided hereunder. Seller and/or its' subcontractors shall provide their standard insurance coverage, which does not include Broad Form Indemnity, Waivers of Subrogation or Primary Non-Contributory for Additional Insured status
11. **Indemnification:** With regard to any and all of the indemnity and/or defense requirements specified in this agreement, Seller agrees only as follows: To the fullest extent permitted by law, Seller shall indemnify and hold harmless the Owner and General Contractor, their agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the Seller, the Seller's sub-contractor, or anyone directly employed by them for the construction of the Work, or anyone for whose acts they may be liable.
12. **Schedule:** Schedule and sequencing (including schedules for submittals) shall be mutually agreed upon and contingent upon circumstances within Seller's reasonable control. If Seller cannot comply with a schedule not mutually agreed upon, seller shall not be penalized in any way for its noncompliance.
13. **Material price escalations** PPS will be entitled to additional compensation from the buyer for future material price escalations in the event any material prices increase from current pricing at the time this Proposal or Contract is fully executed for the work described herein
14. **Force Majeure:** PPS will not be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control, including but not limited to: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy.



APPENDIX "A" – INCLUSIONS

1. Remove old existing caulk, clean and apply new caulk in up to 2600 LF.
2. Using Sika WS-295

APPENDIX "B" – EXCLUSIONS

1. Protection of precast components that have been erected on the jobsite will be by the Buyer. The Seller is not responsible for the repair of damage to its work caused by others.
2. Payment and Performance bonds.
3. Any electrical removal.
4. Coating, painting, or damp proofing of the components will be by others. Note: precast panels after repairs will be gray unless specified otherwise.
5. All site safety including, but not limited to, barricades, warning lights, road closures, flaggers and signage in a manner in which will safeguard traffic, and pedestrians will be furnished and installed by the Buyer.
6. Waivers of Subrogation, Kotecki Waivers, Consequential Damages, and/or Liquidated Damages.
7. The scope of the work covered by this proposal/contract does not include any guaranteed percentage of MBE, WBE, DBE, apprentice, minority, female, or resident usage on this project unless stated in Appendix "A" – Inclusions.

APPENDIX "C" SITE REQUIREMENTS

1. Requirements: total access to the interior/exterior of building to facilitate trucks and required equipment under their own power.
2. In the event of downtime or job delay caused by the Seller, additional charges may be incurred.
3. All overhead, electrical/communication lines, ground level, and/or underground obstructions, if applicable, must be removed and relocated by others prior deliver and erection of precast panels at no expense to the Seller.
4. Shutting down of power lines or shielding of power lines shall be the responsibility of others at no expense to the Seller.
5. The Seller is not responsible for repair or replacement of any damages to sidewalk, curb, existing roadways or parking lots, underground utilities (unless previously marked) during delivery and erection of the Sellers product.
6. The Buyer is responsible for locating within the project dimensions, marking, and/or protecting any underground utilities or conditions prior to delivery and commencement of work. Concrete deadmen will not be removed and will remain in situ.
7. The Seller shall not be responsible for cleaning roadways of materials deposited by the Sellers trucks and/or crane. Cleaning shall be furnished by others at no expense to the Seller.
8. The Seller shall not be responsible for or share responsibility for the maintenance of project delivery road.

APPENDIX "D" ALTERNATES



Hanover Park ^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager

SUBJECT: Warrant

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: June 18, 2026

Recommended Action

Approve Warrant 6/18/2026 in the amount of \$211,269.51.

Approve Warrant Paid in Advance (6/2/2026-6/10/2026) in the amount of \$764,194.99.

Attachment: Warrants

Budgeted Item:	_____ Yes	_____ No
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

Agreement Name: _____

Executed By: _____



Accounts Payable Invoice Report ^{7-A.12}

Invoice Due Date Range 06/10/26 - 06/19/26
Report By Department - Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department Finance Admin - Finance Administration									
Sub-Department Finance Admin.Check Request Finance Administration,Check Request									
Vendor 968 - Com Ed									
3787227111-5/26	4/17-5/18 Street Lights	Open		06/02/2026	06/19/2026	06/02/2026			904.14
Vendor 968 - Com Ed Totals							Invoices	1	\$904.14
Vendor 1005 - Constellation New Energy Inc									
72844105601	6/26 Street Lights - Muirfield, Hunter, Church, Center	Open		06/09/2026	06/19/2026	06/09/2026			1,542.60
Vendor 1005 - Constellation New Energy Inc Totals							Invoices	1	\$1,542.60
Vendor 6112 - Dynegy Energy Services									
1529133-5/26	4/27-5/26 Bayside	Open		06/02/2026	06/19/2026	06/02/2026			580.17
1631671-5/26	4/27-5/269 Well #4	Open		06/02/2026	06/19/2026	06/02/2026			666.05
1633891-5/26	4/27-5/26 Evergreen	Open		06/02/2026	06/19/2026	06/02/2026			2,434.15
1650510-5/26	4/27-5/26 Longmeadow	Open		06/02/2026	06/19/2026	06/02/2026			3,646.75
1681369-5/26	4/27-5/26 STP1	Open		06/02/2026	06/19/2026	06/02/2026			7,679.16
Vendor 6112 - Dynegy Energy Services Totals							Invoices	5	\$15,006.28
Vendor 4753 - Fed Ex									
9-313-92066	Postage Meter Shipping Fee	Open		06/02/2026	06/19/2026	06/02/2026			19.93
Vendor 4753 - Fed Ex Totals							Invoices	1	\$19.93
Vendor 6098 - Hanover Park Park District									
26-04	Youth Scholarship - 2026	Open		06/02/2026	06/19/2026	06/02/2026			75.00
Vendor 6098 - Hanover Park Park District Totals							Invoices	1	\$75.00
Vendor 5729 - InfoSend, Inc.									
311393	Water Bill Printing & Postage- May 2026 Invoices & Term Notices	Open		06/02/2026	06/19/2026	06/02/2026			8,277.64
Vendor 5729 - InfoSend, Inc. Totals							Invoices	1	\$8,277.64
Vendor 6575 - Konica Minolta									
49273509	6/26 Copier Lease - VH	Open		06/09/2026	06/19/2026	06/09/2026			394.72
Vendor 6575 - Konica Minolta Totals							Invoices	1	\$394.72
Vendor 5525 - Lauterbach & Amen LLP									
118866	Payroll Services - May 2026	Open		06/02/2026	06/19/2026	06/02/2026			9,669.00
Vendor 5525 - Lauterbach & Amen LLP Totals							Invoices	1	\$9,669.00
Vendor 4118 - Storino, Ramello & Durkin									
94935	4/26 Legal Services - Verandah Retirement Community	Open		06/09/2026	06/19/2026	06/09/2026			5,055.00
94936	4/26 Legal Services - TIF #3	Open		06/09/2026	06/19/2026	06/09/2026			1,135.75
94937	4/26 Legal Services - General Matters	Open		06/09/2026	06/19/2026	06/09/2026			3,289.25
94938	4/26 Legal Services - Administrative Hearings	Open		06/09/2026	06/19/2026	06/09/2026			569.25
94939	4/26 Legal Services - Prosecution	Open		06/09/2026	06/19/2026	06/09/2026			4,169.55
Vendor 4118 - Storino, Ramello & Durkin Totals							Invoices	5	\$14,218.80
Sub-Department Finance Admin.Check Request Finance Administration,Check Request Totals							Invoices	17	\$50,108.11



Hanover Park^{USA}

Accounts Payable Invoice Report ^{7-A.12}

Invoice Due Date Range 06/10/26 - 06/19/26
Report By Department - Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department Finance Admin.Print in Office Finance Administration,Print checks in office									
Vendor 6098 - Hanover Park Park District									
26-05	Youth Scholarship - 2026	Open		06/05/2026	06/19/2026	06/05/2026			75.00
			Vendor 6098 - Hanover Park Park District Totals			Invoices	1		\$75.00
Vendor Jasmine Alanis									
P0372-002245	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Jasmine Alanis Totals			Invoices	1		\$20.00
Vendor Ruth Cortez									
P0043-014494	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Ruth Cortez Totals			Invoices	1		\$20.00
Vendor Michael Geanto									
P0043-014393	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Michael Geanto Totals			Invoices	1		\$20.00
Vendor Lemnys Gomez									
P0043-014659	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Lemnys Gomez Totals			Invoices	1		\$20.00
Vendor Shakeel Hassan									
P0372-002179	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			30.00
			Vendor Shakeel Hassan Totals			Invoices	1		\$30.00
Vendor Sara Lichtenbert									
P0043-014408	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Sara Lichtenbert Totals			Invoices	1		\$20.00
Vendor Shruthi Sepuri									
P0374-002277	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Shruthi Sepuri Totals			Invoices	1		\$20.00
Vendor Anila Sharma									
P0335-003620	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			20.00
			Vendor Anila Sharma Totals			Invoices	1		\$20.00
Vendor Speed Plumbing Inc									
P372-2131,2164	Ticket Overpayment	Open		06/01/2026	06/19/2026	06/01/2026			40.00
			Vendor Speed Plumbing Inc Totals			Invoices	1		\$40.00
Sub-Department Finance Admin.Print in Office Finance Administration,Print checks in office Totals							Invoices	10	\$285.00
Department Finance Admin - Finance Administration Totals							Invoices	27	\$50,393.11

Finance Admin Finance Administration _____

Department **Fire Admin - Fire Administration**

Vendor **1484 - Fireground Supply**

40283	Uniforms - Petty	Open		06/04/2026	06/19/2026	06/04/2026			349.75
40284	Uniforms - Hefler	Open		06/04/2026	06/19/2026	06/04/2026			129.98
40285	Uniforms - Edwards	Open		06/04/2026	06/19/2026	06/04/2026			143.08
40286	Uniforms - Capela	Open		06/04/2026	06/19/2026	06/04/2026			129.19



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40287	Uniforms - Olson	Open		06/04/2026	06/19/2026	06/04/2026			235.10
40288	Uniforms - Chmielak	Open		06/04/2026	06/19/2026	06/04/2026			293.53
40312	Intern Shirts	Open		06/04/2026	06/19/2026	06/04/2026			189.42
40313	Uniforms - Smid	Open		06/04/2026	06/19/2026	06/04/2026			60.00
Vendor 1484 - Fireground Supply Totals						Invoices	8		\$1,530.05
Sub-Department Fire Admin.Check Request Fire Administration,Check Request									
Vendor 4769 - Air One Equipment Inc									
236684	Carabiners	Open		06/04/2026	06/19/2026	06/04/2026			181.96
Vendor 4769 - Air One Equipment Inc Totals						Invoices	1		\$181.96
Vendor 593 - Bound Tree Medical LLC									
86223960	CPR Disposable	Open		06/04/2026	06/19/2026	06/04/2026			68.58
Vendor 593 - Bound Tree Medical LLC Totals						Invoices	1		\$68.58
Vendor 5692 - Conway Shield									
0553512	Petzl Locks	Open		06/04/2026	06/19/2026	06/04/2026			1,436.14
Vendor 5692 - Conway Shield Totals						Invoices	1		\$1,436.14
Vendor 2980 - MES Service Company LLC									
IN2509632	Oxygen Sensor	Open		06/04/2026	06/19/2026	06/04/2026			348.50
IN2511163	Mask Bags	Open		06/04/2026	06/19/2026	06/04/2026			339.25
Vendor 2980 - MES Service Company LLC Totals						Invoices	2		\$687.75
Vendor 4513 - W.S. Darley & Co.									
17585571	Replacement Spill Pool	Open		06/04/2026	06/19/2026	06/04/2026			153.45
Vendor 4513 - W.S. Darley & Co. Totals						Invoices	1		\$153.45
Vendor 4840 - Worldpoint ECC Inc									
426001609	Manikin Replacement/Disposable Equipment	Open		06/04/2026	06/19/2026	06/04/2026			576.77
Vendor 4840 - Worldpoint ECC Inc Totals						Invoices	1		\$576.77
Sub-Department Fire Admin.Check Request Fire Administration,Check Request Totals						Invoices	7		\$3,104.65
Department Fire Admin - Fire Administration Totals						Invoices	15		\$4,634.70
Fire Admin Fire Administration									
Department PD Admin - PD Administration									
Sub-Department PD Admin.Check Request PD Administration,Check Request									
Vendor 7237 - All Season Home Improvement LLC									
7237-2026-0518	Grass cutting	Open		05/18/2026	06/19/2026	05/20/2026			960.00
7237-2026-0526	Grass cutting	Open		05/26/2026	06/19/2026	05/29/2026			735.00
Vendor 7237 - All Season Home Improvement LLC Totals						Invoices	2		\$1,695.00
Vendor 4946 - Amazon.com									
14P1-3VYG-NV6X	Protective equipment	Open		06/03/2026	06/19/2026	05/29/2026			380.80
Vendor 4946 - Amazon.com Totals						Invoices	1		\$380.80
Vendor 290 - Andy Frain Services Inc									
392317	Crossing guard services - 03/2026	Open		03/31/2026	06/19/2026	05/20/2026			7,873.20



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394327	Crossing guard services - 04/2026	Open		04/30/2026	06/19/2026	05/20/2026			8,699.40
395455	Crossing guard services - 05/2026	Open		05/26/2026	06/19/2026	05/29/2026			6,828.30
Vendor 290 - Andy Frain Services Inc Totals									
						Invoices	3		\$23,400.90
Vendor 6803 - Barnacle Parking Enforcement									
11541	Parking enforcement	Open		05/31/2026	06/19/2026	05/29/2026			450.00
Vendor 6803 - Barnacle Parking Enforcement Totals									
						Invoices	1		\$450.00
Vendor 5996 - Canine Development Group Inc									
7TDBXGTI-0001	Police Canine	Open		05/27/2026	06/19/2026	05/20/2026			140.00
Vendor 5996 - Canine Development Group Inc Totals									
						Invoices	1		\$140.00
Vendor 5967 - City of St. Charles									
IN12502	CRT training	Open		05/15/2026	06/19/2026	05/20/2026			205.00
Vendor 5967 - City of St. Charles Totals									
						Invoices	1		\$205.00
Vendor 1288 - DuPage County Animal Care & Control									
33790	Kennel services HPPC2601438	Open		05/20/2026	06/19/2026	05/20/2026			150.00
Vendor 1288 - DuPage County Animal Care & Control Totals									
						Invoices	1		\$150.00
Vendor 4754 - Fox Valley Fire & Safety									
IN00863491	VEANS Monitoring - STP	Open		06/01/2026	06/19/2026	05/29/2026			269.49
IN00863492	VEANS Monitoring - PW	Open		06/01/2026	06/19/2026	05/29/2026			269.49
IN00863493	VEANS Monitoring - FD 15	Open		06/01/2026	06/19/2026	05/29/2026			269.49
IN00863494	VEANS Monitoring - Village Hall	Open		06/01/2026	06/19/2026	05/29/2026			269.49
IN00863495	VEANS Monitoring - PD	Open		06/01/2026	06/19/2026	05/29/2026			269.49
Vendor 4754 - Fox Valley Fire & Safety Totals									
						Invoices	5		\$1,347.45
Vendor 8380 - Gateway Veterinary Clinic									
432687	Canine unit medical	Open		05/08/2026	06/19/2026	05/20/2026			18.50
Vendor 8380 - Gateway Veterinary Clinic Totals									
						Invoices	1		\$18.50
Vendor 7430 - Illinois Phlebotomy Services LLC									
2716	Phlebotomy HPPC2601447	Open		05/05/2026	06/19/2026	05/20/2026			425.00
2742	Phlebotomy HPPC2601693	Open		05/20/2026	06/19/2026	05/20/2026			425.00
Vendor 7430 - Illinois Phlebotomy Services LLC Totals									
						Invoices	2		\$850.00
Vendor 2534 - Lexis Nexis Risk Data Management Inc									
1100315956	Crime mapping	Open		05/31/2026	06/19/2026	05/29/2026			1,110.97
Vendor 2534 - Lexis Nexis Risk Data Management Inc Totals									
						Invoices	1		\$1,110.97
Vendor 6662 - Marquardt & Belmonte PC									
2468	Local prosecution	Open		05/15/2026	06/19/2026	05/20/2026			4,215.00
Vendor 6662 - Marquardt & Belmonte PC Totals									
						Invoices	1		\$4,215.00
Vendor 7056 - Municipal Electronics Division LLC									
072483	Radar / Lidar Certification	Open		05/26/2026	06/19/2026	05/29/2026			1,050.00
Vendor 7056 - Municipal Electronics Division LLC Totals									
						Invoices	1		\$1,050.00
Vendor 8664 - Never Ending Cycles									
38	Bicycle maintenance	Open		05/20/2026	06/19/2026	05/20/2026			500.00
Vendor 8664 - Never Ending Cycles Totals									
						Invoices	1		\$500.00
Vendor 4773 - T.O.P.S. In Dog Training Corp									



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28889	Canine Unit training and kennel service	Open		05/01/2026	06/19/2026	05/20/2026			804.00
Vendor 7861 - The Eagle Uniform Co		Vendor 4773 - T.O.P.S. In Dog Training Corp Totals				Invoices	1		\$804.00
53010-3	Ballistic vest - McDonnell	Open		05/29/2026	06/19/2026	05/29/2026			570.00
Vendor 4329 - Tri-Tech Forensics		Vendor 7861 - The Eagle Uniform Co Totals				Invoices	1		\$570.00
01343754	DUI supplies	Open		05/29/2026	06/19/2026	05/29/2026			79.00
Vendor 4454 - Verizon Wireless		Vendor 4329 - Tri-Tech Forensics Totals				Invoices	1		\$79.00
308000085589	Fleet tracking	Open		06/01/2026	06/19/2026	05/29/2026			350.90
Sub-Department PD Admin.Check Request PD Administration,Check Request Totals		Vendor 4454 - Verizon Wireless Totals				Invoices	1		\$350.90
Sub-Department PD Admin.Print in Office PD Administration,Print checks in office		Sub-Department PD Admin.Print in Office PD Administration,Print checks in office Totals				Invoices	26		\$37,317.52
Vendor 7474 - Shawna Elleson		Vendor 7474 - Shawna Elleson Totals				Invoices	1		\$155.10
7474-2026-0508	Training meals, travel - Elleson	Open		05/08/2026	06/19/2026	05/14/2026			155.10
Vendor 8649 - Evon J Sams Music LLC		Vendor 8649 - Evon J Sams Music LLC Totals				Invoices	1		\$175.00
8649-2026-0422	Juneteenth	Open		04/22/2026	06/19/2026	04/24/2026			175.00
Vendor 5257 - Sabina Hosea		Vendor 5257 - Sabina Hosea Totals				Invoices	1		\$108.15
5257-2026-0507	Training meals, fuel purchase - Hosea	Open		05/14/2026	06/19/2026	05/14/2026			108.15
Vendor 8296 - Singleton McDonald		Vendor 8296 - Singleton McDonald Totals				Invoices	1		\$450.00
8296-2026-0428	Juneteenth	Open		04/26/2026	06/19/2026	04/30/2026			450.00
Vendor 7757 - Michelle Montoya		Vendor 7757 - Michelle Montoya Totals				Invoices	1		\$97.29
7757-2026-0508	Training meals - Montoya	Open		05/08/2026	06/19/2026	05/14/2026			97.29
Sub-Department PD Admin.Print in Office PD Administration,Print checks in office Totals		Sub-Department PD Admin.Print in Office PD Administration,Print checks in office Totals				Invoices	5		\$985.54
Department PD Admin - PD Administration Totals		Department PD Admin - PD Administration Totals				Invoices	31		\$38,303.06
PD Admin PD Administration									
Department PD Staff Svcs - PD Staff Services									
Vendor 3608 - Ray O'Herron Co									
2481263-IN	UNIFORMS-ALKAFIL	Open		06/04/2026	06/19/2026	06/04/2026			74.55
2481466-IN	Glock 9mm Handguns	Open		06/04/2026	06/19/2026	06/04/2026			37,848.21
Vendor 3608 - Ray O'Herron Co Totals		Vendor 3608 - Ray O'Herron Co Totals				Invoices	2		\$37,922.76
Department PD Staff Svcs - PD Staff Services Totals		Department PD Staff Svcs - PD Staff Services Totals				Invoices	2		\$37,922.76



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PD Staff Svcs PD Staff Services									
Department PW Admin - PW Administration									
Sub-Department PW Admin.Check Request PW Administration,Check Request									
Vendor 6823 - AL Warren Oil Company Inc									
W1848028	fuel delivery	Open		06/01/2026	06/19/2026	06/01/2026			20,461.65
W1848029	Diesel delivery	Open		06/01/2026	06/19/2026	06/01/2026			7,013.40
Vendor 6823 - AL Warren Oil Company Inc Totals							Invoices	2	\$27,475.05
Vendor 7521 - Karla Bastien									
052026PW	Pizza for PW for PW Appreciation Week from the FUN Committee	Open		06/01/2026	06/19/2026	06/01/2026			375.00
Vendor 7521 - Karla Bastien Totals							Invoices	1	\$375.00
Vendor 882 - Cintas #22									
4270628956	uniform rental	Open		06/02/2026	06/19/2026	06/02/2026			41.32
Vendor 882 - Cintas #22 Totals							Invoices	1	\$41.32
Vendor 4797 - Ferrellgas									
2048265289	propane exchanges	Open		06/02/2026	06/19/2026	06/02/2026			318.37
Vendor 4797 - Ferrellgas Totals							Invoices	1	\$318.37
Vendor 5274 - Fleet Safety Supply									
87130	auto eject covers	Open		06/02/2026	06/19/2026	06/02/2026			151.53
Vendor 5274 - Fleet Safety Supply Totals							Invoices	1	\$151.53
Vendor 1685 - Grainger									
9925093461	conveyor belt tool	Open		06/02/2026	06/19/2026	06/02/2026			69.23
Vendor 1685 - Grainger Totals							Invoices	1	\$69.23
Vendor 7209 - J.J. Keller & Associates, Inc.									
9111081074	TMC Standard Enrollment for Thomas Kane CDL	Open		06/01/2026	06/19/2026	06/01/2026			250.00
Vendor 7209 - J.J. Keller & Associates, Inc. Totals							Invoices	1	\$250.00
Vendor 4799 - Kammes Auto & Truck Repair Inc									
151890	may truck inspections	Open		06/02/2026	06/19/2026	06/02/2026			135.00
Vendor 4799 - Kammes Auto & Truck Repair Inc Totals							Invoices	1	\$135.00
Vendor 4872 - MacQueen Emergency									
P39142	lights E16	Open		06/02/2026	06/19/2026	06/02/2026			72.65
Vendor 4872 - MacQueen Emergency Totals							Invoices	1	\$72.65
Vendor 4882 - Master Hydraulics & Machining Co Inc									
39517	T17 lifting cylinder repair	Open		06/02/2026	06/19/2026	06/02/2026			1,086.00
Vendor 4882 - Master Hydraulics & Machining Co Inc Totals							Invoices	1	\$1,086.00
Vendor 8454 - Metiri Analytical Group Inc									
GA6002804	Chloride	Open		06/01/2026	06/19/2026	06/01/2026			200.00
Vendor 8454 - Metiri Analytical Group Inc Totals							Invoices	1	\$200.00
Vendor 1632 - Napa Auto Parts									



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816908	filter	Open		06/02/2026	06/19/2026	06/02/2026			4.55
816942	oil	Open		06/02/2026	06/19/2026	06/02/2026			57.36
816944	bearing 25	Open		06/02/2026	06/19/2026	06/02/2026			235.52
816950	oil	Open		06/02/2026	06/19/2026	06/02/2026			40.98
817222	filters	Open		06/02/2026	06/19/2026	06/02/2026			62.44
817533	oil	Open		06/02/2026	06/19/2026	06/02/2026			42.00
817581	battery cables 19	Open		06/02/2026	06/19/2026	06/02/2026			181.48
817634	catalyst cleaner	Open		06/02/2026	06/19/2026	06/02/2026			70.53
817698	circuit breaker	Open		06/02/2026	06/19/2026	06/02/2026			52.20
Vendor 1632 - Napa Auto Parts Totals									
						Invoices	9		\$747.06
Vendor 3146 - O'Reilly Automotive Inc									
3395-382783	filters	Open		06/02/2026	06/19/2026	06/02/2026			42.32
3395-383277	filters	Open		06/02/2026	06/19/2026	06/02/2026			159.73
Vendor 3146 - O'Reilly Automotive Inc Totals									
						Invoices	2		\$202.05
Vendor 4761 - Pomp's Tire Service Inc									
640130527	squad tire 162	Open		06/01/2026	06/19/2026	06/01/2026			167.50
640130528	trailer tires	Open		06/01/2026	06/19/2026	06/01/2026			239.24
640131196	tire plugs	Open		06/01/2026	06/19/2026	06/01/2026			135.76
640131797	tires 3005	Open		06/01/2026	06/19/2026	06/01/2026			1,224.04
640132422	squad car tires	Open		06/01/2026	06/19/2026	06/01/2026			1,495.28
Vendor 4761 - Pomp's Tire Service Inc Totals									
						Invoices	5		\$3,261.82
Vendor 4108 - Steiner Electric Company									
S007971011.001	Fuses	Open		06/01/2026	06/19/2026	06/01/2026			366.58
Vendor 4108 - Steiner Electric Company Totals									
						Invoices	1		\$366.58
Vendor 7721 - U.S. Fire & Safety Equipment Co									
531370	ABC-DCP Annual Maintenance	Open		06/01/2026	06/19/2026	06/01/2026			130.00
531371	Police Fire extinguishers service	Open		06/02/2026	06/19/2026	06/02/2026			308.58
Vendor 7721 - U.S. Fire & Safety Equipment Co Totals									
						Invoices	2		\$438.58
Vendor 4920 - USA Bluebook									
INV01059919	Hydrant Markers	Open		06/01/2026	06/19/2026	06/01/2026			2,556.00
Vendor 4920 - USA Bluebook Totals									
						Invoices	1		\$2,556.00
Vendor 4788 - Valley Hydraulic Service Inc									
2294584	air fittings	Open		06/02/2026	06/19/2026	06/02/2026			13.40
Vendor 4788 - Valley Hydraulic Service Inc Totals									
						Invoices	1		\$13.40
Sub-Department PW Admin.Check Request PW Administration,Check Request Totals									
						Invoices	33		\$37,759.64
Department PW Admin - PW Administration Totals									
						Invoices	33		\$37,759.64

PW Admin PW Administration

Department PW Engineering - PW Engineering

Vendor 6004 - MGP, Inc.



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8774	GIS Consortium Service Provider Contract	Open		06/01/2026	06/19/2026	06/01/2026			10,392.12
			Vendor 6004 - MGP, Inc. Totals			Invoices	1		\$10,392.12
		Department	PW Engineering - PW Engineering Totals			Invoices	1		\$10,392.12

PW Engineering PW Engineering

Department **PW Streets - PW Streets**

Vendor	5858 - Compass Minerals America Inc								
1671641	Road Salt Purchase	Open		06/02/2026	06/19/2026	06/02/2026			21,680.15
		Vendor	5858 - Compass Minerals America Inc Totals			Invoices	1		\$21,680.15
		Department	PW Streets - PW Streets Totals			Invoices	1		\$21,680.15

PW Streets PW Streets

Department **Sewage Trtmnt - Sewage Treatment**

Vendor	5618 - Baxter & Woodman, Inc.								
0286166	Electric Upgrade Schick Road - Engineering	Open		06/01/2026	06/19/2026	06/01/2026			545.00
		Vendor	5618 - Baxter & Woodman, Inc. Totals			Invoices	1		\$545.00
Vendor	8612 - Kanzler Construction LLC								
4911	Removal and Disposal of Spoil	Open		06/01/2026	06/19/2026	06/01/2026			8,600.00
		Vendor	8612 - Kanzler Construction LLC Totals			Invoices	1		\$8,600.00
		Department	Sewage Trtmnt - Sewage Treatment Totals			Invoices	2		\$9,145.00

Sewage Trtmnt Sewage Treatment

Grand Totals	Invoices	112	\$210,230.54
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Adjustment Edit Listing ^{7-A.12}

610-001
Yolanda E Cossio
1640 Andover DR E Hanover Park, IL 60133

Transaction Details

Transaction Date 05/07/2026
G/L Date 05/07/2026
Adjustment Type Refund
Adjustment Amount \$47.57

Reason

Reference Transaction Exception Bill on 05/07/2026 of \$0.00
Activity Date 05/07/2026
Reason Refund Adjustment - Refund Adjustment
Description
Note

Audit Information

Created By Daniela Serrano on 05/07/2026 at 8:11 AM
Last Changed By

Refund Information

Refund Type
Refund Number
Refund Date
Refund Status

Refund Recipient

Recipient Type Primary Customer
Name Yolanda E Cossio
Address 1640 Andover Dr E Hanover Park, IL 601335228

Requested Adjustment

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	47.57				

31280-001
Ontarioville School - 46
2100 Elm AVE Hanover Park, IL 60133

Transaction Details

Transaction Date 05/12/2026
G/L Date 05/12/2026
Adjustment Type Refund
Adjustment Amount \$991.40

Reason

Reference Transaction
Activity Date 05/12/2026
Reason Refund Adjustment - Refund Adjustment
Description They paid Hoffman Estate bill to us and requested a refund.
Note

Audit Information

Created By Thorson, Suzanne on 05/12/2026 at 2:10 PM
Last Changed By

Refund Information

Refund Type
Refund Number
Refund Date
Refund Status

Refund Recipient

Recipient Type Primary Customer
Name Ontarioville School - 46
Address C/O Dst U-46 Accts Pybl, 355 East Chicago St Elgin, IL 60120

Requested Adjustment

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	991.40				

Total Accounts	2	Total Adjustments	\$1,038.97
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Requested Adjustment Totals

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	1,038.97				

Resulting Action Totals

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	1,038.97				



Accounts Payable Invoice Report ^{7-A.13}

Payment Date Range 06/03/26 - 06/10/26
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 134 - AFLAC									
2026-00000116	AFLAC Insurance - May 2026	Paid by Check #71466		06/02/2026	06/02/2026	06/02/2026		06/09/2026	2,274.08
			Vendor 134 - AFLAC Totals			Invoices	1		\$2,274.08
Vendor 4777 - Illinois Department Of Revenue									
2026-00000120	IL W/H - 2026.06.05 Payroll	Paid by EFT #77145		06/05/2026	06/05/2026	06/05/2026		06/05/2026	38,296.54
			Vendor 4777 - Illinois Department Of Revenue Totals			Invoices	1		\$38,296.54
Vendor 4818 - Illinois Funds - Fire Pension Fund									
2026-00000121	Fire Pension W/H - 2026.06.05 Payroll	Paid by EFT #77146		06/05/2026	06/05/2026	06/05/2026		06/05/2026	15,793.24
			Vendor 4818 - Illinois Funds - Fire Pension Fund Totals			Invoices	1		\$15,793.24
Vendor 4817 - Illinois Funds - Police Pension Fund									
2026-00000122	Police Pension W/H -2026.06.05 Payroll	Paid by EFT #77147		06/05/2026	06/05/2026	06/05/2026		06/05/2026	25,969.76
			Vendor 4817 - Illinois Funds - Police Pension Fund Totals			Invoices	1		\$25,969.76
Vendor 4741 - Internal Revenue Service									
2026-00000123	Federal W/H Tax - 2026.06.05 Payroll	Paid by EFT #77148		06/05/2026	06/05/2026	06/05/2026		06/05/2026	213,402.80
			Vendor 4741 - Internal Revenue Service Totals			Invoices	1		\$213,402.80
Vendor 4740 - IPBC									
2026-00000119	IPBC - May 2026	Paid by EFT #1567		06/04/2026	06/04/2026	06/04/2026		06/04/2026	417,509.41
			Vendor 4740 - IPBC Totals			Invoices	1		\$417,509.41
Vendor 2508 - Legal Shield									
2026-00000117	Legal Shield Premiums - May 2026	Paid by Check #71467		06/02/2026	06/02/2026	06/02/2026		06/09/2026	501.40
			Vendor 2508 - Legal Shield Totals			Invoices	1		\$501.40
Vendor 4742 - State Disbursement Fund									
2026-00000124	PR Maint - 2026.06.05 Payroll	Paid by EFT #77149		06/05/2026	06/05/2026	06/05/2026		06/05/2026	2,549.29
			Vendor 4742 - State Disbursement Fund Totals			Invoices	1		\$2,549.29
Vendor 4819 - Vantagepoint Transfer Agents-301208									
2026-00000125	ICMA Contributions - 2026.06.05 Payroll	Paid by EFT #77150		06/05/2026	06/05/2026	06/05/2026		06/05/2026	39,352.19
			Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals			Invoices	1		\$39,352.19
			Grand Totals			Invoices	9		\$755,648.71



Accounts Payable Invoice Report

7-A.13

Payment Date Range 06/02/26 - 06/02/26
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1796 - Hanover Park Prof FF Local 3452									
2026-00000110	IAFF - Union Dues - May 2026	Paid by Check #71461		05/31/2026	05/31/2026	05/31/2026		06/02/2026	1,833.75
Vendor 1796 - Hanover Park Prof FF Local 3452 Totals						Invoices	1		\$1,833.75
Vendor 4744 - Metropolitan Alliance of Police									
2026-00000111	MAP - Union Dues - May 2026	Paid by Check #71462		05/31/2026	05/31/2026	05/31/2026		06/02/2026	3,064.00
Vendor 4744 - Metropolitan Alliance of Police Totals						Invoices	1		\$3,064.00
Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO									
2026-00000112	SEIU - Union Dues - May 2026	Paid by Check #71463		05/31/2026	05/31/2026	05/31/2026		06/02/2026	326.53
Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO Totals						Invoices	1		\$326.53
Vendor 4223 - Teamsters Local Union 700									
2026-00000113	TEAMSTERS - Union Dues - May 2026	Paid by Check #71464		05/31/2026	05/31/2026	05/31/2026		06/02/2026	2,214.00
Vendor 4223 - Teamsters Local Union 700 Totals						Invoices	1		\$2,214.00
Vendor 7159 - Thomas H. Hooper, Trustee									
2026-00000114	Wage Garnishment Acct #22-01412 - May 2026	Paid by Check #71465		05/31/2026	05/31/2026	05/31/2026		06/02/2026	1,108.00
Vendor 7159 - Thomas H. Hooper, Trustee Totals						Invoices	1		\$1,108.00
Grand Totals						Invoices	5		\$8,546.28

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Remy Navarrete, Finance Director

SUBJECT: Treasurer's Report – May 2026

ACTION

REQUESTED: ☐ Approval ☐ Concurrence ☐ Discussion ☒ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: June 18, 2026

Executive Summary

Review of the May 2026 Treasurer's Report.

Discussion

Attached is the May 2026 Monthly Treasurer's Report. The report is made up of the following pages:

- Cash and Investment Report
- Cash and Investment Detail by Institution
- Revenue and Expenditure Report

The first section lists all of the Village's Assets by fund and by type, including cash, investments and other assets. The total of the cash and investments column balances to the second section.

Cash and investment detail by institution is in the second section of the Treasurer's Report. All of the Village's banking institutions are broken out by account type, date opened, maturity date, interest rate and amount.

The revenue and expenditure report is the final section, which is a quick snapshot of the Village's actual versus budgeted amounts through the month of May. With 42% of the year completed, it gives a summary of the total revenues and expenses compared to the total annual budget.

All information included in the report is through the month of May 2026.

Recommended Action

For informational purposes, only.

Attachments: May 2026 Treasurer's Report

Budgeted Item:	☐ Yes	☐ No
Budgeted Amount:	\$N/A	
Actual Cost:	\$	
Account Number:		

Agreement Name: _____

Executed By: _____

Village of Hanover Park
Cash & Investment Report **42% of the Fiscal Year completed**
Sunday, May 31, 2026 **General Ledger Balances as of May 31, 2026**

Fund	Balance as of: 5/31/2026	Detail of Ending balances		
		Cash	Investments	5/31/2026
General	43,346,582.37	10,825,897.82	32,520,684.55	\$ 43,346,582.37
MFT	2,655,949.54	915,049.54	1,740,900.00	2,655,949.54
Road and Bridge	6,069,529.46	4,940,529.46	1,129,000.00	6,069,529.46
SSA # 3	34,489.42	25,981.82	8,507.60	34,489.42
SSA # 4	51,218.42	51,218.42	-	51,218.42
SSA # 5	563,398.75	563,398.75	-	563,398.75
SSA # 6	93,703.03	87,659.36	6,043.67	93,703.03
MWRD Fields	220,504.17	220,504.17	-	220,504.17
State Restricted Funds	316,469.63	316,469.63	-	316,469.63
Federal Restricted Funds	4,084.95	4,084.95	-	4,084.95
Foreign Fire Fund	246,946.04	246,946.04	-	246,946.04
National Opioid Settlement Fund	75,075.18	75,075.18	-	75,075.18
Capital Projects	2,772,047.70	1,261,092.17	1,510,955.53	2,772,047.70
TIF # 3	20,690,133.09	11,333,774.30	9,356,358.79	20,690,133.09
TIF # 4	3,416,927.44	2,242,927.44	1,174,000.00	3,416,927.44
TIF # 5	1,631,506.70	1,343,306.70	288,200.00	1,631,506.70
2020 GO Refunding Bond	961,190.21	389,190.21	572,000.00	961,190.21
Water and Sewer	12,056,659.15	3,201,135.05	8,855,524.10	12,056,659.15
Commuter Lot	352,904.99	352,904.99	-	352,904.99
Central Equipment	12,174,658.72	5,471,061.77	\$6,703,596.95	12,174,658.72
IT Replacement	1,400,336.43	261,836.43	\$1,138,500.00	1,400,336.43
				-
TOTALS:	109,134,315.39	44,130,044.20	65,004,271.19	109,134,315.39
TOTAL CASH & INVESTMENTS		109,134,315.39		

* Police and Firefighter Pension Funds are not included in this reports. These funds are included in the Quarterly Financial Report

Village of Hanover Park
 Cash and Investment Detail by Institution 42% of the Fiscal Year completed
 As of May 31, 2026 **General Ledger Balances as of May 31, 2026**

Banking Institution	Account Type	Opening Date	Maturity Date	Interest Rate	Balance as of:
					5/31/2026
VILLAGE OF HANOVER PARK	Petty Cash				2,950.00
					2,950.00
FIRST EAGLE BANK	Certificate of Deposit	1/26/2026	7/26/2026	3.000%	1,173,037.93
	Certificate of Deposit	12/21/2025	12/21/2026	2.750%	341,657.55
	Certificate of Deposit	12/29/2025	12/29/2026	2.750%	580,040.73
	Certificate of Deposit	1/7/2026	1/7/2027	2.750%	2,223,630.64
	Certificate of Deposit	4/7/2026	4/7/2027	3.100%	2,243,379.34
	Certificate of Deposit	5/10/2026	5/10/2027	3.100%	566,682.34
					7,128,428.53
ILLINOIS FUNDS	Money Market Fund - Epay			3.010%	3,607.35
	Money Market Fund - General Corp Acct			3.050%	8,239,159.64
	Money Market Fund - MFT			3.010%	710,146.95
					8,952,913.94
HANOVER PARK COMMUNITY BANK WINTRUST	Checking Account - Operating			0.000%	9,000,583.14
	Money Market Fund - General Corp Acct			3.050%	16,138,648.36
	Money Market Fund - MFT			3.010%	56,176.04
	Money Market Fund - Water & Sewer			3.010%	205,499.29
	Money Market Fund - Building Improvement			3.050%	6,511,906.06
	Money Market Fund - Hanover Square, LLC			3.050%	3,141,190.59
					35,054,003.48
PMA FINANCIAL NETWORK	Cash Account			3.510%	120,176.78
	Iprime Term Series	6/27/2025	6/24/2026	3.950%	560,000.00
	Certificate of Deposit	9/18/2025	9/14/2026	3.792%	240,500.00
	Certificate of Deposit	9/18/2025	9/14/2026	3.772%	240,800.00
	Certificate of Deposit	9/18/2025	9/14/2026	3.753%	241,000.00
	Iprime Term Series	3/26/2025	9/21/2026	3.950%	1,000,000.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.700%	240,900.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.640%	241,000.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.640%	241,000.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.630%	241,000.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.640%	240,400.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.540%	241,300.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.570%	241,300.00
	Certificate of Deposit	10/1/2025	10/1/2026	3.510%	241,400.00
	Certificate of Deposit	11/20/2024	10/20/2026	4.200%	230,500.00
	Certificate of Deposit	11/28/2025	11/27/2026	3.618%	8,250,000.00
	US TREASURY N/B	11/20/2024	11/30/2026	4.130%	3,116,826.15
	Iprime Term Series	5/30/2025	12/2/2026	3.950%	420,000.00
	Certificate of Deposit	1/14/2026	1/14/2027	3.796%	240,800.00
	Certificate of Deposit	4/29/2026	4/29/2027	3.730%	150,000.00
	Certificate of Deposit	4/29/2026	4/29/2027	3.657%	150,000.00
	Certificate of Deposit	5/8/2026	5/7/2027	3.665%	241,000.00
	Certificate of Deposit	5/14/2026	5/13/2027	3.665%	5,000,000.00
	Iprime Term Series	2/20/2026	2/16/2029	4.050%	655,000.00
	Iprime Term Series	5/22/2026	5/18/2029	5.074%	2,933,000.00
	Iprime Term Series	5/29/2026	5/25/2029	4.833%	2,500,000.00
	Certificate of Deposit	1/21/2026	1/21/2027	3.701%	241,000.00
	Certificate of Deposit	1/21/2026	1/21/2027	3.493%	241,500.00
	Certificate of Deposit	1/21/2026	1/21/2027	3.542%	241,300.00
	Certificate of Deposit	1/21/2026	1/21/2027	3.624%	241,200.00
	Certificate of Deposit	3/26/2025	3/25/2027	3.850%	232,100.00
	Certificate of Deposit	3/26/2025	3/25/2027	3.893%	231,800.00
	Iprime Term Series	2/20/2026	2/16/2029	4.050%	62,000.00
	Iprime Term Series	3/27/2026	3/23/2029	4.902%	250,000.00

Village of Hanover Park
Cash and Investment Detail by Institution
As of May 31, 2026

42% of the Fiscal Year completed
General Ledger Balances as of May 31, 2026

		Opening Date	Maturity Date	Interest Rate	Balance as of: 5/31/2026
Banking Institution	Account Type				
	lprime Term Series	6/27/2025	6/24/2026	3.950%	110,000.00
	lprime Term Series	3/27/2025	9/21/2026	3.950%	1,000,000.00
	lprime Term Series	5/30/2025	12/2/2026	3.950%	10,000.00
	lprime Term Series	2/20/2026	2/16/2029	4.050%	9,000.00
	lprime Term Series	6/27/2025	6/24/2026	3.950%	185,000.00
	US TREASURY N/B	3/31/2025	3/31/2027	3.905%	244,044.94
	lprime Term Series	2/20/2026	2/16/2029	4.050%	19,000.00
	lprime Term Series	3/27/2026	3/23/2029	4.902%	1,039,000.00
	lprime Term Series	6/27/2025	6/24/2026	3.950%	60,000.00
	Certificate of Deposit	10/29/2025	10/29/2026	3.416%	241,400.00
	Certificate of Deposit	4/29/2026	10/29/2026	3.625%	245,400.00
	Certificate of Deposit	4/29/2026	10/29/2026	3.624%	245,400.00
	Certificate of Deposit	4/29/2026	10/29/2026	3.675%	245,300.00
	Certificate of Deposit	11/28/2025	11/27/2026	3.618%	3,512,186.44
	Certificate of Deposit	5/6/2026	11/27/2026	3.737%	244,700.00
	lprime Term Series	5/30/2025	12/2/2026	3.950%	170,000.00
	US TREASURY N/B	4/1/2025	4/1/2027	3.890%	244,945.12
	US TREASURY N/B	4/2/2025	4/2/2027	3.890%	244,944.70
	Certificate of Deposit	4/15/2025	4/15/2027	3.673%	232,800.00
	Certificate of Deposit	4/15/2025	4/15/2027	3.731%	232,500.00
	Certificate of Deposit	4/15/2025	4/15/2027	3.643%	232,900.00
	US TREASURY N/B	5/5/2025	5/5/2027	3.955%	244,124.93
	US TREASURY N/B	5/9/2025	5/7/2027	3.805%	248,873.53
	US TREASURY N/B	5/7/2025	5/7/2027	3.755%	244,679.12
	US TREASURY N/B	5/20/2025	5/20/2027	3.754%	248,741.14
	Certificate of Deposit	4/15/2025	5/25/2027	3.650%	232,000.00
	Certificate of Deposit	1/16/2026	7/12/2027	3.550%	750,000.00
	Certificate of Deposit	1/23/2026	7/19/2027	3.580%	100,000.00
	Certificate of Deposit	2/20/2026	2/16/2029	4.050%	28,000.00
	lprime Term Series	2/20/2026	2/16/2029	4.050%	134,000.00
	lprime Term Series	3/27/2026	3/23/2029	4.902%	1,040,000.00
	Certificate of Deposit	9/18/2025	6/15/2026	4.747%	243,200.00
	lprime Term Series	2/20/2026	2/16/2029	4.050%	45,000.00
	lprime Term Series	6/27/2025	6/24/2026	3.950%	565,000.00
	lprime Term Series	2/20/2026	2/16/2029	4.050%	7,000.00
	lprime Term Series	6/27/2025	6/24/2026	3.950%	240,000.00
	lprime Term Series	3/27/2025	9/21/2026	3.950%	1,000,000.00
	Certificate of Deposit	11/19/2025	11/19/2026	3.550%	241,300.00
	Certificate of Deposit	11/19/2025	11/19/2026	3.600%	241,100.00
	Certificate of Deposit	11/19/2025	11/19/2026	3.568%	241,300.00
	Certificate of Deposit	11/19/2025	11/19/2026	3.548%	241,300.00
	lprime Term Series	5/30/2025	12/2/2026	3.950%	10,000.00
	Certificate of Deposit	1/22/2026	1/21/2027	3.566%	2,000,000.00
	lprime Term Series	4/10/2026	4/7/2028	4.498%	2,000,000.00
	lprime Term Series	2/20/2026	2/16/2029	4.050%	331,000.00
	lprime Term Series	3/27/2026	3/23/2029	4.902%	1,040,000.00
	lprime Term Series	5/30/2025	12/2/2026	3.950%	575,000.00
	Certificate of Deposit	4/2/2026	4/2/2027	3.716%	240,900.00
	Certificate of Deposit	4/2/2026	4/2/2027	3.750%	240,900.00
	lprime Term Series	1/23/2026	7/19/2027	3.580%	1,179,083.00
	Certificate of Deposit	4/2/2026	4/3/2028	3.725%	232,500.00
	Certificate of Deposit	4/2/2026	4/3/2028	3.714%	102,600.00
	Certificate of Deposit	4/2/2026	4/3/2028	3.743%	232,400.00
	Certificate of Deposit	4/2/2026	4/3/2028	3.735%	232,500.00
	lprime Term Series	4/10/2026	4/7/2028	4.498%	1,200,000.00
	Certificate of Deposit	4/15/2025	4/10/2028	3.650%	225,300.00
	lprime Term Series	4/24/2026	4/21/2028	4.465%	580,000.00

Village of Hanover Park
 Cash and Investment Detail by Institution
 As of May 31, 2026

42% of the Fiscal Year completed
General Ledger Balances as of May 31, 2026

		Opening Date	Maturity Date	Interest Rate	Balance as of: 5/31/2026
Banking Institution	Account Type				
	US TREASURY N/B	5/7/2025	5/8/2028	3.982%	243,960.79
	US TREASURY N/B	5/8/2025	5/8/2028	3.932%	243,684.04
	US TREASURY N/B	5/7/2025	5/8/2028	3.932%	243,734.85
	US TREASURY N/B	5/7/2025	5/8/2028	3.782%	244,053.12
	US TREASURY N/B	5/7/2025	5/8/2028	3.982%	243,960.79
	Iprime Term Series	2/20/2026	2/16/2029	4.050%	153,000.00
	Iprime Term Series	6/27/2025	6/24/2026	3.950%	350,000.00
	Iprime Term Series	5/30/2025	12/2/2026	3.950%	65,000.00
	Certificate of Deposit	1/14/2026	1/14/2027	3.671%	241,000.00
	Certificate of Deposit	4/15/2025	5/25/2027	3.830%	231,200.00
	Certificate of Deposit	4/15/2025	5/25/2027	4.041%	230,300.00
	Iprime Term Series	1/23/2026	7/19/2027	3.580%	10,000.00
	Iprime Term Series	2/20/2026	2/16/2029	4.050%	11,000.00
					57,996,019.44
TOTAL CASH & INVESTMENTS					109,134,315.39

Village of Hanover Park
Revenue & Expenditure Report
Sunday, May 31, 2026

42% of the Fiscal Year completed
General Ledger Balances as of May 31, 2026

Fund	Revenues				Expenditures			
	Budget	Monthly Actual	YTD Actual	YTD % of Budget	Budget	Monthly Actual	YTD Actual	YTD % of Budget
General	\$50,845,692	\$4,189,707	\$13,884,860	27.31%	\$50,602,935	\$3,226,511	\$16,592,748	32.79%
MFT	\$1,750,000	\$140,923	\$565,474	32.31%	\$1,600,000	\$672,405	\$672,685	42.04%
Road and Bridge	\$4,223,000	\$287,101	\$1,373,202	32.52%	\$6,582,895	\$74,767	\$504,229	7.66%
SSA # 3	\$25,268	\$167	\$11,970	47.37%	\$23,871	\$2,460	\$9,393	39.35%
SSA # 4	\$37,834	\$94	\$21,596	57.08%	\$37,634	\$3,181	\$13,129	34.89%
SSA # 5	\$434,631	\$34,691	\$39,630	9.12%	\$557,092	\$0	\$60,458	10.85%
SSA #6	\$0	\$232	\$959	100.00%	\$0	(\$0)	(\$0)	0.00%
MWRD Fields	\$1,000	\$407	\$2,423	242.35%	\$74,330	\$4,760	\$16,617	22.36%
State Restricted Funds	\$28,480	\$4,101	\$15,691	55.09%	\$50,032	\$929	\$12,073	24.13%
Federal Restricted Funds	\$1,100	\$8	\$41	3.76%	\$500	\$0	\$0	0.00%
Foreign Fire Fund	\$47,500	\$454	\$2,503	5.27%	\$130,000	\$0	\$0	0.00%
National Opioid Fund	\$23,100	\$138	\$3,418	14.80%	\$36,920	\$0	\$2,738	7.42%
Capital Projects	\$407,445	\$24,990	\$138,654	34.03%	\$1,760,165	\$181,759	\$463,478	26.33%
TIF # 3	\$1,920,100	\$51,642	\$1,182,420	61.58%	\$7,942,350	\$13,079	\$109,311	1.38%
TIF # 4	\$465,100	\$4,128	\$399,739	85.95%	\$2,006,136	\$0	\$24,542	1.22%
TIF # 5	\$210,100	\$2,472	\$262,670	125.02%	\$260,000	\$214	\$8,435	3.24%
2020 GO Refunding Bond	\$1,456,400	\$61,290	\$413,978	28.42%	\$1,442,400	\$128,200	\$125,675	8.71%
Water and Sewer	\$20,395,020	\$1,206,705	\$4,905,129	24.05%	\$21,097,212	\$1,354,407	\$5,020,121	23.80%
Commuter Lot	\$143,675	\$13,918	\$64,707	45.04%	\$155,532	\$16,909	\$29,169	18.75%
Central Equipment	\$2,480,292	\$221,994	\$1,085,144	43.75%	\$3,201,712	\$166,278	\$512,414	16.00%
IT Replacement	\$548,116	\$62,441	\$234,531	42.79%	\$691,395	\$0	\$406,902	58.85%
TOTALS:	\$ 85,443,853	\$ 6,307,602	\$ 24,608,739	28.80%	\$ 98,253,111	\$ 5,845,858	\$ 24,584,116	25.02%

* Police and Firefighter Pension Funds are not included in this reports. These funds are included in the Quarterly Financial Report