



# Village of Hanover Park Administration

Municipal Building  
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Hanover Park, IL 60133-4398

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**PRESIDENT**  
RODNEY S. CRAIG

**VILLAGE CLERK**  
EIRA CORRAL

**TRUSTEES**  
WILLIAM CANNON  
JAMES KEMPER  
JENNI KONSTANZER  
JON KUNKEL  
RICK ROBERTS  
EDWARD J. ZIMEL, JR.

**VILLAGE MANAGER**  
JULIANA A. MALLER

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR MEETING

Municipal Building: 2121 Lake Street, Hanover Park, IL 60133

Thursday, December 19, 2013  
7:30 p.m.

### AGENDA

1. **CALL TO ORDER – ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **ACCEPTANCE OF AGENDA**

4. **PRESENTATIONS**

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**

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. This Omnibus Vote may be made following the following sample motion: *"I move to approve by omnibus vote items in the Consent Agenda."*

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 below. 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.

6-A.1 Motion to authorize the Village President and Village Manager to execute the Agreement effective May 1, 2013 through April 30, 2016, between the Village of Hanover Park and MAP Police Sergeants.

- 6-A.2** Motion to approve the change of the January, 2014 Board Workshop and regular Board meeting dates from January 2, 2014 to January 9, 2014; and from January 16, 2014 to January 23, 2014.
- 6-A.3** Pass an Ordinance authorizing the Levy and Assessment of Taxes for the Corporate and Municipal Purposes of the Village of Hanover Park, A Home Rule Municipality, Cook and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2013 and ending April 30, 2014.
- 6-A.4** Move to pass an Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010.
- 6-A.5** Move to pass an Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010A.
- 6-A.6** Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Three.
- 6-A.7** Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Four.
- 6-A.8** Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Five.
- 6-A.9** Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Six.
- 6-A.10** Pass an Ordinance providing for Administrative Adjudication of Municipal Code Violations.
- 6-A.11** Pass an Ordinance providing for Administrative Adjudication of Vehicle Violations of the Hanover Park Municipal Code, As Authorized by 625 ILCS 5/11-208.3 and Also Increasing Penalties.

- 6-A.12** Move to amend the Municipal Code of Hanover Park Ordinance # 62-11-1303(b), No Stopping, Standing, and Parking at the west side of the west driveway entrance of Einstein School, located at 1100 Laurie Lane, to 200 feet west to the south west corner of Laurie Lane and Carrolton Court South.
- 6-A.13** Approve warrant SWS217 in the amount of \$2,083,081.25
- 6-A.14** Approve warrant SW661 in the amount of \$168,483.09
- 7. VILLAGE MANAGER’S REPORT – JULIANA MALLER**  
No Report Scheduled
- 8. VILLAGE CLERK’S REPORT – EIRA L. CORRAL**  
No Report Scheduled
- 9. CORPORATION COUNSEL’S REPORT – BERNARD Z. PAUL**  
No Report Scheduled
- 10. VILLAGE TRUSTEES REPORTS**
  - 10.A JAMES KEMPER**  
No Report Scheduled
  - 10-B. JON KUNKEL**  
No Report Scheduled
  - 10-C. BILL CANNON**  
No Report Scheduled
  - 10-D. RICK ROBERTS**  
No Report Scheduled
  - 10-E. JENNI KONSTANZER**  
No Report Scheduled
  - 10-F. EDWARD J. ZIMEL, JR.**  
No Report Scheduled
- 11. ADJOURNMENT**


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
Wendy Bednarek, Director of Human Resources

**SUBJECT:** Agreement with MAP Police Sergeants

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

On Friday, November 22, 2013, the members of the Metropolitan Alliance of Police (MAP) Police Sergeants ratified the tentatively agreed upon terms of a new 3-year agreement with the Village. The terms and conditions were arrived at through the collective bargaining process. We believe the Agreement warrants your consideration and approval.

**Discussion**

The previous contract for the Police Sergeants expired on April 30, 2013. The negotiation team met on several occasions to tentatively agree upon this new 3-year agreement. The terms of the agreement are highlighted below:

- 2% wage increase for May 1, 2013, 2% for May 1, 2014 and 2% for May 1, 2015.
- Longevity pay has been included which reflects the recently approved MAP Police Officer agreement.
- Adjusted physical fitness incentive chart to mirror the MAP Police Officers incentives. This will continue to incent the MAP sergeants to remain in good physical shape which can affect areas such as wellness and reduced worker's injury.

All other language in the agreement will keep the Police Sergeant's employment status quo.

**Recommended Action**

Motion to authorize the Village President and Village Manager to execute the Agreement effective May 1, 2013 through April 30, 2016, between the Village of Hanover Park and MAP Police Sergeants.

**Attachments:** Agreement

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

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**AGREEMENT**

**BETWEEN**

**THE VILLAGE OF HANOVER PARK**

**AND**

**THE METROPOLITAN ALLIANCE OF POLICE**

**THROUGH**

**APRIL 30, 2016**

**ARTICLE ONE**  
**PREAMBLE**

**WHEREAS**, this agreement entered into by and between the Village of Hanover Park, Illinois, hereinafter referred to as the “Village” and the Metropolitan Alliance of Police hereafter referred to as “MAP”, has as its purpose the promotion of harmonious and mutually beneficial working and economic relations between the Village and MAP; and

**WHEREAS**, the Village endorses the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with its sergeants insofar as such practices and procedures are appropriate to the functions and obligations of the Village to retain the right to operate the Village government effectively in a responsible and efficient manner; and

**WHEREAS**, it is the intent and purpose of the parties to set forth herein a full and entire agreement covering rates of pay, wages, hours of employment, and other conditions of employment; to increase the efficiency and productivity of sergeants in the Police Department and to provide for prompt and fair settlement of grievances resulting from interpretation of this Agreement without any interruption, disruption of or other interference with the operation of the Police Department; and

**WHEREAS**, it is agreed and understood that matters, including but not limited to, those reserved to the Police Pension Board and other similar matters governed by U.S. law or Illinois State Statutes are not subject to negotiations and are not subject to inclusion in this agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the parties do mutually covenant and agree as follows:

Both parties mutually agree that their objective is for the good and welfare of the Village and MAP members alike. Both parties further agree that in the interest of collective negotiations and harmonious relations they will at all times abide by the terms and conditions as hereinafter set forth and agreed upon. The Village and MAP regard all personnel as public employees who are to be governed by high ideals of honor and integrity in public and personal conduct so as to merit the trust and confidence of the general public and fellow employees.

**ARTICLE TWO**  
**RECOGNITION AND REPRESENTATION**

**Section 2.1.** Recognition. The Village recognizes MAP as the exclusive representative of employees in the unit set forth below:

Included: All full-time sworn police officers holding the rank of Sergeant within the Police Department of the Village of Hanover Park.

Excluded: All police officers holding a rank below Sergeant and employed by the Village of Hanover Park; all police officers holding a rank above Sergeant and employed by the Village of Hanover Park; all other employees of the Village of Hanover Park; all elected officials of the Village of Hanover Park; and all supervisory, managerial and confidential employees of the Village of Hanover Park, as defined by the Illinois Public Labor Relations Act, as amended.

**ARTICLE THREE  
MANAGEMENT RIGHTS**

**Section 3.1.** It is understood and agreed that the Village possesses the sole right and authority to operate and direct the employees of the Village and its various departments in all aspects, including, but not limited to, all rights and authority exercised by the Village prior to the execution of this Agreement, except as otherwise specifically provided for in this Agreement. These rights include, but are not limited to:

- (a) The right to determine its mission, policies, and to set forth all standards of service offered to the public;
- (b) To plan, direct, control and determine the means and operations or services to be conducted by employees of the Village;
- (c) To determine the places, methods, means, and number of personnel needed to carry out the department's mission.
- (d) To schedule and assign work, regular days off, vacation, personal days, compensatory time, or any leave affecting police department operations;
- (e) To direct the working forces;
- (f) To schedule and assign regular overtime, call back overtime and court overtime;
- (g) To hire, assign or transfer employees within the department and/or other Village departments and to assign special duties or other police-related functions;
- (h) To promote, suspend, discipline or discharge for cause, and to demote employees;
- (i) To lay-off or relieve employees due to lack of work or funds or for other legitimate reasons;
- (j) To make, publish and enforce rules and regulations, procedures, directives and policies;
- (k) To introduce new or improved methods, equipment or facilities;
- (l) To contract out for goods and services;
- (m) To establish work, productivity and performance standards;
- (n) To evaluate performance and productivity and establish rewards or sanctions for various levels of performance;
- (o) To take any and all actions as may be necessary to carry out the mission of the Village and the Police Department in situations of civil emergency as may be declared by the President of the Board of Trustees, the Village Manager or acting Village Manager, Police Chief, or Acting Police Chief. It is the sole discretion of the President of the Board of Trustees or

Village Manager to determine that civil emergency conditions exist, which may include but are not limited to riots, civil disorders, tornado conditions, floods or other similar catastrophes.

**Section 3.2.** The President and Board of Trustees have sole authority to determine the purpose and mission of the Village and the amount of budget to be adopted thereto. Absent emergency, this provision shall not affect the obligation to pay full-time sergeants as are employed from time to time during the term of this Agreement.

## ARTICLE FOUR UNION DUES

**Section 4.1.** Dues Checkoff. During the term of this Agreement the Village will deduct from each employee's paycheck once each month the uniform, regular monthly MAP dues for each employee in the bargaining unit who has filed with the Village a lawfully written authorization form. An employee may revoke his/her dues checkoff authorization at any time upon 30 days written notice to the Village. The Village will send the dues collected under this Section to the Metropolitan Alliance of Police within 15 days after the deductions have been made.

The actual dues amount deducted, as determined by MAP, shall be uniform for each employee in order to ease the Village's burden in administering this provision. MAP may change the fixed uniform dollar amount once each year during the life of this Agreement by giving the Village at least thirty (30) days advance notice of any change in the amount of the uniform dues to be deducted.

If an employee has no earnings or insufficient earnings to cover the amount of the dues deduction, MAP shall be responsible for collection of dues. MAP agrees to refund to the employee any amounts paid to MAP in error on account of this dues deduction provision.

**Section 4.2.** Fair Share. During the term of this Agreement, employees who do not chose to become dues paying members of MAP shall, commencing sixty (60) days after their employment or sixty days after the date this Agreement is executed, whichever is later, pay a fair share fee to MAP for collective bargaining and contract administration services rendered by MAP as the exclusive representative of the employees covered by said Agreement, provided fair share fee shall not exceed the dues attributable to being a member of MAP. Such fair share fees shall be deducted by the Village from the earnings of non-members and remitted to MAP. MAP shall periodically submit to the Village a list of the members covered by this Agreement who are not members of MAP and an affidavit which specifies the amount of the fair share fee. The amount of the fair share fee shall not include any contributions related to the election or support of any candidate for political office or for any member-only benefit.

MAP agrees to assume full responsibility to insure full compliance with the requirements laid down by the United States Supreme Court in Chicago Teachers Union v. Hudson, 475 U.S. 292 (1986), with respect to the constitutional rights of fair share fee payors. Accordingly, MAP agrees to do the following:

1. Give timely notice to fair share fee payors of the amount of the fee and an explanation of the basis for the fee, including the major categories of expenses, as well as verification of same by an independent auditor.
2. Advise fair share fee payors of an expeditious and impartial decision-making process whereby fair share fee payors can object to the amount of the fair share fee.
3. Place the amount reasonably in dispute into an escrow account pending resolution of any objections raised by fair share fee payors to the amount of the fair share fee.

It is specifically agreed that any dispute concerning the amount of the fair share fee and/or the responsibilities of MAP with respect to fair share fee payors as set forth above shall not be subject to the grievance and arbitration procedure set forth in this Agreement.

Non-members who object to this fair share fee based upon bona fide religious tenets or teachings shall pay an amount equal to such fair share fee to a non-religious charitable organization mutually agreed upon by the employee and MAP. If the affected non-member and MAP are unable to reach agreement on the organization, the organization shall be selected by the affected non-member from an approved list of charitable organizations established by the Illinois State Labor Relations Board and the payment shall be made to said organization.

**Section 4.3. Indemnification.** MAP shall indemnify and hold harmless the Village, its elected representatives, officers, administrators, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village for the purpose of complying with the provisions of this Article, or in reliance on any written checkoff authorization furnished under any of the provisions of this Article. This Section shall not require MAP to indemnify or hold the Village harmless in the event the Village initiates such a cause of action against MAP, unless such an action is in response to a claim or cause of action initiated by another party.

**ARTICLE FIVE  
HOLIDAYS**

**Section 5.1.** All sergeants covered by this agreement shall have the following nine days considered as holidays:

New Year's Day  
Presidents Day (3rd Monday in February)  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Friday after Thanksgiving Day  
Christmas Eve Day  
Christmas Day

**Section 5.2.** All sergeants shall receive eight (8) hours of holiday pay at their straight time hourly rate whether the holiday is worked or is a regularly scheduled day off. Payment for the nine (9) holidays during a calendar year shall be made the first payroll period of November. Payment shall be made in a "lump sum" and shall be included in the sergeant's regular payroll check. Payment shall be based on the straight time hourly rate at the time of the holiday for each respective sergeant. Appropriate deductions shall be withheld; however, police pension deductions shall not be withheld. It is understood and agreed that any sergeants terminating between the date this lump sum payment is made and the following December 31st, shall have deducted from his/her final pay check any payments already received for any Village holiday in November and December which occurs after the effective date of the sergeant's termination.

**Section 5.3.** In order to be eligible for holiday pay, a sergeant must work his/her last full scheduled working day preceding and the first full scheduled working day immediately following the day observed as a holiday unless the employee's total absence from work is excused by his/her Department Head and is chargeable to an authorized paid leave. Authorized paid leave shall include vacation, personal day, compensatory time, employment disability leave of less than six months, or approved sick leave. Employees who are off work due to illness, but have insufficient sick time to cover the illness, who are suspended, who are on an off-duty disability or employment disability in excess of six months, who are on pension, or any other inactive payroll status shall not be eligible for holiday pay.

**ARTICLE SIX  
VACATION LEAVE**

**Section 6.1.** Sergeants covered by this Agreement; while on the active payroll and when working at least one-half of the normal hours in a payroll period or receiving employment disability pay for an employment-related injury but only for a period not to exceed six (6) months from the date of injury, shall accrue vacation leave at the per payroll period equivalent of the annual vacation leave as shown below:

<u>Years of Continuous Service</u>	<u>Annual Vacation Leave</u>
1 thru 5 years	80 hours
6 thru 12 years	120 hours
13 or more years	160 hours

**Section 6.2.** Sergeant's anniversary date of continuous employment from the last date of hire as a full-time employee shall be the basis of calculation for length of service. While on approved vacation, a Sergeant will draw vacation pay from his/her accrued vacation bank. Vacations shall be scheduled, as far in advance as possible, at times most desired by each Sergeant, with the determination of preference being made on the basis of a Sergeant's length of continuous service with the Village. Subject to the Village's right to designate and approve vacation schedules pursuant to this Section, a sergeant may schedule accrued vacation in between or adjacent to their regularly scheduled days off. It is expressly understood the final right to designate the vacation period and the maximum number of sergeants who may be on vacation at any one time is exclusively reserved by the Chief of Police or his designee in order to insure the orderly performance of the services provided by the Village.

**Section 6.3.** Sergeants shall make every effort to use vacation time during the year in which it is earned. A sergeant may carry over up to the equivalent of one year's accrual of vacation to the subsequent year. Any carry over in excess of one year's worth of accrued vacation shall be at the discretion of the Village Manager upon written request by a sergeant.

**Section 6.4.** A Sergeant leaving the Village in good standing shall receive compensation for all unused vacation, compensatory and personal leave accrual at the Sergeant's current rate of pay.

In the event of a Sergeant's death, compensation for all unused vacation, compensatory and personal leave shall be paid to his/her beneficiary.

**ARTICLE SEVEN  
SICK LEAVE**

**Section 7.1.** Each Sergeant, covered by this Agreement while on the active payroll and working at least one half of the normal hours in a payroll period or receiving regular pay while off because of a job-related injury, shall accrue sick leave at a per payroll period rate equivalent to one working day for each full month of continuous service or a total of 96 hours per year. Sick leave pay may be granted only for:

- Personal illness or injury
- Illnesses in the immediate family which necessitates the absence of the Sergeant from work. For this section, members of the immediate family shall include the Sergeant's spouse or child.

**Section 7.2.** Effective upon execution of this Agreement, and on a non-retroactive basis, Sick leave may be accumulated up to a total of not more than One thousand forty (1040) hours. Sergeants may be required to submit a physician's certification when off sick for at least three (3) days; has repeated illnesses of shorter periods; calls in sick on the day before or after a holiday; or in other circumstances as deemed appropriate by the Police Chief or the Human Resources Director.

To be considered eligible for sick leave compensation due to a non-work illness or injury, the Sergeant must notify or cause the notification of his/her supervisor a minimum of one hour prior to the beginning of his/her shift.

As a mutual protection for the Sergeant and the Village, the Village Manager or Police Chief may require a Sergeant to submit to a physical and/or psychological examination by a designated physician or psychologist when, in the Village Manager's or Police Chief's opinion, the performance of a Sergeant may have become limited or weakened by virtue of impaired physical or mental health. This examination shall be at the Village's expense. The Village may require the Sergeant to conform to the physician's or psychologist's recommendations as a condition of continued employment with the Village.

If the physician or psychologist indicates that the Sergeant is unfit to perform the duties of his/her job because of a physical, emotional or psychological condition, the Village Manager may place the Sergeant on a Temporary Unpaid Disability Leave for up to six (6) months, or the Manager may seek the sergeant's removal. In the event a sergeant is placed on a temporary unpaid disability leave under this Section, the sergeant will be permitted to utilize his or her accrued compensatory time, sick leave and vacation, in that order. No employee on such a disability leave will accrue any further time off or other benefit, except for that portion of the leave, if any, covered by the Family and Medical Leave Act.

**Section 7.3.** Sick leave pay shall not be considered a right which a Sergeant shall use at his/her discretion, but shall be allowed as a privilege in such cases where the Sergeant is sick or disabled as defined in this Article.

**Section 7.4.** Sergeants shall not be paid for the first day of each sick leave occurrence beginning with the seventh such occurrence and each subsequent occurrence in any given twelve-month period, unless the employee is on an approved FMLA leave. Sick employees are expected to refrain from outside employment and/or engaging in any other activities inconsistent with their status as a sick or disabled employee. The Village and MAP agree that sick leave abuse is a very serious offense which constitutes cause for disciplinary action.

**Section 7.5.** Sick leave usage will be considered in evaluating Sergeant performance with abuse of sick leave resulting in denial or postponement of a scheduled increase. Specifically, the frequency of sick leave occurrences, as compared to total sick hour usage, shall be included in the evaluation process.

**Section 7.6.** The Village has a responsibility to ensure that its employees have the physical stamina and emotional stability to perform their assigned duties. Consequently, the Village may require Sergeants to submit to urinalysis or other appropriate testing if the Village determines there is reasonable individualized suspicion for such testing. Drug testing may also be required when an employee is directly involved in any work-related incident which has resulted in personal injury or property damage. There shall be no random testing.

Use of proscribed (i.e., illegal) drugs at any time while employed by the Village, abuse of prescribed drugs, as well as having alcohol or proscribed drugs in the blood while on duty shall be cause for discipline, including discharge.

**Section 7.7.** Sergeants shall be permitted to be paid for a portion of accrued sick leave, subject to the following qualifications and conditions:

- (a) The Sergeant must have completed twenty (20) years of active service with the Village no later than the effective date of his/her retirement.
- (b) In order to be eligible for this benefit, the Sergeant must submit written notice of intent to retire to the Human Resource Director a minimum of four months prior to the planned effective date of retirement.
- (c) An amount not to exceed 65% of accrued sick leave as of the last day of active employment may be used for this program; payment shall be made via the regular payroll on a bi-weekly basis, lump sum, or on an individual basis by agreement with the Village.
- (d) No benefits of any kind shall accrue to an employee paid accrued sick leave under this section, nor shall police pension contributions be withheld; such payment shall not be considered active service or employment with the Village for the purpose of qualifying for or benefiting from any benefit attached to active employment with the Village.

**Section 7.8.** Major Illness Bank

When a sergeant's regular accrued sick leave balance reaches the 130-day limit, the sergeant will be eligible to accrue twelve (12) days per year into a Major Illness Bank (MIB) up to a maximum of 120 days. Sick leave hours accrued in this Major Illness Bank may only be used for absences

when the sergeant or an eligible family member is ill and the sergeant has exhausted all of their regular sick leave hours.

For the purposes of this Section, illness is defined as a personal illness or the serious illness of an eligible family member as defined by Village policy and the Family and Medical Leave Act of 1993, as amended. Under no circumstances will a sergeant be allowed to access the Major Illness Bank in order to take leave time for child care purposes. Under no circumstances shall these sick leave hours be used for incidental illnesses. Hours may be accrued into the Major Illness Bank only when the regular sick leave benefit hours have reached the 130-day limit mentioned above.

Upon termination of employment for any reason, a sergeant shall forfeit all hours accrued in the MIB, without compensation.

**Section 7.9.** Sergeants shall have the ability to contribute accrued vacation, personal business days, or compensatory time to a fellow officer who has experienced a catastrophic occurrence within his or her immediate family, where that officer has insufficient accrued benefit time to cover an absence. Any such contribution/transfer of hours must first be approved by the Chief of Police and the Village Manager.

**Section 7.10.** If during a calendar year, a sergeant uses no sick leave, he/she shall receive a cash bonus in the amount of \$200.00. The cash bonus shall be payable at the annual Employee Recognition event. If no Employee Recognition event is held, the cash bonus shall be payable on a separate check in the first pay period of February of the year following the perfect attendance record.

**Section 7.11.** Sergeants shall be eligible for sick leave buy back in accordance with the existing Village Personnel Rules and Regulations, Article 2, Section 2.4 (J) (Sick Leave Buy-Back in the Police Department).

**ARTICLE EIGHT  
FUNERAL LEAVE**

When a death occurs in the immediate family of an employee, a funeral leave with pay shall be granted so that the employee is able to attend the funeral; provided, however, the amount of time shall not exceed three (3) days of absence from work. Should leave in addition to that specified be required, it may be charged to accumulated personal days, vacation, or compensatory time with the written approval of the Department Head. For this section, immediate family shall include current spouse, child (includes step or adopted), grandchild, parent, step-parent, sister, brother, step-sister, step-brother, mother-in-law, father-in-law, or grandparent.

One (1) day funeral leave shall be granted so that the employee is able to attend the funeral for the following relatives: spouse's grandparents; sister-in-law or brother-in-law (of employee only).

**ARTICLE NINE  
PERSONAL DAYS**

Under this agreement, the four (4) annual Personal Days, which are normally earned as follows: two on January 1st, and one each on May 1 and September 1 of each year, will be credited to sergeants all on January 1 of each year.

This totals to 4 days annually for active full-time sergeants. Personal business days must be taken during the calendar year earned and cannot be carried over into the next calendar year. If personal days are not taken, the time accrued is forfeited.

Should a sergeant terminate employment for any reason, other than retirement, prior to May 1 of any year, he/she will be required to forfeit two of the personal days. Should a sergeant terminate employment for any reason, other than retirement, prior to September 1 of any year, he/she will be required to forfeit one of the personal days. If no personal days remain in their accrual balance, the cost of these days, based on the sergeant's current straight time hourly rate, will be deducted from his/her final pay check.

**ARTICLE TEN**  
**HOURS OF WORK, PREMIUM PAY AND COMPENSATORY TIME**

**Section 10.1.** This Article is intended to define the regular hours of work per day, per week, and per payroll period and provide the basis for the calculation and payment of overtime and shall not be construed as a guarantee of hours of work per day or per week, or guarantee of days of work per week. Nothing contained herein shall be construed as preventing the Village from restructuring the regular work day or work week for the purpose of promoting the efficiency of municipal government; and from establishing and assigning the work schedules of sergeants.

**Section 10.2.** The regular work day for Sergeants will normally include a paid thirty (30) minute meal period (provided an emergency situation doesn't exist which automatically precludes it). In addition, sergeants assigned to the patrol division may be assigned to report for duty 15 minutes earlier than their subordinates, and remain on duty for 15 minutes following the end of the patrol shift, in which case the sergeant shall be paid overtime for such work, on those dates when it is assigned and performed.

**Section 10.3.** For the term of this agreement, the normal work week for Sergeants shall consist of a total of forty (40) hours when assigned to eight hour days, or eighty (80) hours every fourteen day cycle when assigned to a longer work day. The work cycle for purposes of 7(k) of the federal Fair Labor Standards Act ("FLSA") shall be considered 14 days. The payroll period for Sergeants shall not exceed fourteen (14) days *i.e.*, Sergeants shall be paid at least once every 14 days.

**Section 10.4.** Sergeants may be required to work more hours than the regular work week or work cycle. For the purpose of the application of this section, hours worked shall include any hours charged to holiday, paid sick leave, vacation, personal days, funeral leave, compensatory time taken, employment disability and any other hours paid at a Sergeant's regular straight time rate. Hours worked shall not include hours charged to suspension or leave without pay.

**Section 10.5.** A sergeant may trade a single workday or part of a work day with another sergeant for the sergeant's own convenience. The trading of time must be voluntary by the sergeants involved in such trades and not for the benefit of the Village. In addition, no sergeant will be permitted to trade more than a total of ten (10) shifts per calendar year. Any sergeant involved in a shift trade must notify his/her Lieutenant or immediate non-bargaining unit supervisor in advance.

**Section 10.6.** Straight time hourly rates for Sergeants shall be calculated by dividing their annual base salary by 2080 hours. Overtime hourly rates shall be calculated by multiplying the straight time hourly rate times 1.5.

**Section 10.7.** When a Sergeant is required to work more than forty (40) hours if assigned to an eight hour workday, or eighty (80) hours if assigned to a longer work day, the Sergeant shall be paid at the rate of 1.5 times his/her regular straight time hourly rate or shall accumulate compensatory time at the same rate. If the Sergeant has not worked the minimum hours required in the regular work week or work cycle, he/she shall be paid at his/her regular straight time hourly rate for actual hours worked. Except as otherwise provided in Section 10.14 of this Article, a Sergeant may decide whether to accumulate compensatory time or be paid at the

applicable overtime rate, provided the sergeant does not exceed the compensatory time cap specified in Section 10.10.

**Section 10.8.** A Sergeant called back to work, having completed a regular work day or called back on his/her day(s) off, shall receive a minimum of two (2) hours pay or the actual time worked, whichever is greater. The compensation for callback shall be at 1.5 times the appropriate straight time hourly rate. This section does not apply to holdovers or scheduled overtime.

**Section 10.9.** Sergeants who are required as part of their Village employment to appear in court during their off-duty hours shall receive a minimum of three (3.0) hours of compensation or their actual time worked, whichever is greater. The pay shall be at 1.5 times the regular hourly rate, provided the Sergeant has worked the minimum number of hours established for his/her regular work week. If the minimum number of hours has not been worked, the compensation will be at the Sergeant's straight time hourly rate.

Court time shall be calculated starting from the time the Sergeant arrives in court and extends to the time his/her presence is no longer required in court; travel time shall not be counted towards court time. However, in those instances when a sergeant is required to report to the police station prior to traveling to court, court time shall be calculated starting from the time the sergeant arrives at the police station and extends to the time of return to the police station, which shall include the travel time. No intermediate time, including meal breaks, shall be compensable.

Sergeants using their personal vehicle to travel to court shall be eligible for mileage reimbursement at the applicable IRS rate. Travel allowances for travel to court shall be accrued between April 1st and March 31st and be paid in a lump sum by April 30th of each year of this Agreement.

**Section 10.10.** Notwithstanding any other provision of this Agreement, no sergeant may accrue more than eighty (80) hours of compensatory time during any calendar year, nor shall a sergeant's accrued compensatory time exceed eighty (80) hours at any time. At or near the end of each calendar year, the Village will buy back any unused compensatory time at the sergeant's existing straight time hourly rate of pay.

**Section 10.11.** No Pyramiding. Compensation shall not be paid more than once for the same hours worked under any provision of this Article of Agreement.

**Section 10.12.** An off-duty sergeant who is required to be on stand-by for DuPage County Court, and who is not subsequently required to report to court shall be compensated \$20.00 for each occurrence. Stand-by compensation shall be accrued between January 1st and December 31st, payable in a lump sum by January 30th of the following year.

**Section 10.13.** Recognizing that Sergeants should be recognized for outstanding performance in the line of duty, or for other reasons deemed appropriate by the Chief of Police, the recognition process may include memoranda, certificates of recognition and/or cash awards, as determined by the Chief of Police. The frequency of issuing recognitions and the amounts of any cash awards shall be recommended by the Chief of Police and must be approved by the Village Manager.

**Section 10.14.** Definitions for terms used in this Article:Emergency Call Out

Definition - An unexpected, unplanned, or sudden situation, incident, or occurrence that requires the immediate response of a sergeant.

Compensation - A sergeant who is called back on an emergency call out shall receive a minimum of two (2) hours of pay or the actual time worked, whichever is greater, at 1.5 times his/her straight hourly rate.

Early Call In/ Hold Over/ Scheduled Overtime

Definition - Whenever a shift experiences manpower shortage because of a non-emergency situation, the supervisor may call a sergeant in, hold a sergeant over, schedule a sergeant to maintain minimum staffing, or assign the work to an ATL.

Compensation - A sergeant shall be compensated for only the actual time worked at 1.5 times his/her hourly rate. No minimum shall apply.

Training Overtime

Definition - A sergeant who is assigned to training outside his/her normal tour of duty will receive pay for actual hours spent in the course. Travel time to and from the course will only be compensated if the training is beyond a 20-mile radius from the police department.

Compensation - All sergeants will be compensated at the overtime rate of pay for hours spent in training under this Section. Compensatory time shall not be available in lieu of overtime pay for training overtime.

Overtime

All overtime starts when a sergeant arrives at the police department or at the location as directed.

Sergeants will be paid a maximum of two (2) hours at 1.5 times their regular rate for the purpose of undergoing the complete annual medical examination.

Sergeants will be paid a maximum of one (1) hour at 1.5 times his/her straight rate for voluntarily performing the annual physical fitness test during their non-work time under Article 12 of this Agreement.

Special Details

If a sergeant becomes eligible for overtime as a result of an assignment to a special detail, such sergeant shall be compensated with overtime pay, as opposed to compensatory time off. Special details are assigned at the discretion of the Chief or the Chief's designee. Special details include, but are not limited to, gang suppression, DUI and neighborhood saturation.

**Section 10.15. Foreign Language Proficiency Pay.** If a sergeant passes a foreign language proficiency test (which may include a written and oral component), then the sergeant will receive an annual bonus in accordance with the following schedule, the amount of which shall not be added to base pay:

	<b>Spanish/Polish</b>	<b>Other Eligible Languages</b>
Superior	\$900	\$600
Advanced	\$750	\$500
Intermediate	\$600	\$400
Novice	\$400	\$300

*(Note: The above amounts are non-cumulative.)*

The bonus shall be paid in November of each year.

While a sergeant may elect to take more than one foreign language proficiency test, no sergeant shall be eligible to receive more than one foreign language proficiency bonus.

The Village, or the Village's designee, will offer foreign language proficiency tests once every 12 months. Sergeant participation shall be voluntary. There shall be a \$25 fee for each test the sergeant elects to take, the amount of which shall be deducted from the sergeant's paycheck, unless the sergeant passes the test, in which case no fee will be assessed to the sergeant. A sergeant who takes the test during his non-work time will not be compensated for taking the test. In all cases, the test components, criteria and grading shall be determined exclusively by the Village or the Village's designee. Provided, however, if the Village changes the current vendor who provides the test, the Village will notify the Union in advance and afford them an opportunity to comment, if practicable, before a final decision is made to select a new vendor.

**ARTICLE ELEVEN  
UNIFORMS AND EQUIPMENT**

**Section 11.1.** The parties acknowledge that each sergeant has been provided with the following uniform (clothing) items in the quantity indicated:

<b><u>Quantity</u></b>	<b><u>Item Description</u></b>
5 pr.	Trousers
5	Short sleeve shirts
5	Long sleeve shirts
2	Ties
1	Summer hat
1	Winter hat
1	Summer jacket
1	Winter leather jacket
1	Rain coat
1	Rain cover for summer hat
1	Tie clasp
2	Name tags
6 pr.	Socks
1 pr.	Gloves (Kevlar optional)
1 pr.	Shoes (non-slip soles)
1 pr.	Leather boots
3	Mock turtleneck sweaters
1	Dress blouse/coat
1	White long sleeve shirt

**Section 11.2.** The Village shall continue to provide each sergeant with the following items of equipment in the quantities listed:

<b><u>Quantity</u></b>	<b><u>Item Description</u></b>
1	Standard issue handgun
2	Extra clips for the handgun
1	Holster
1	Double ammo magazine pouch
1	Handcuff case
1	Key ring
1	Baton ring
1	Baton (nightstick)
1	Buckleless "Sam Brown" equipment belt
1	Velcro underbelt
1	Hat shield
2	Badges (shields)
1	Portable radio clip

- 1 Can pepper spray
- 1 Pepper spray case
- 1 Protective Vest Allowance--specifications for vest as set by the Chief of Police. (*See Section 11.3, below*)

**Section 11.3.** The Village shall purchase as part of its uniform issue an approved protective vest for all Sergeants who choose to wear one. Where the Village has purchased such an approved vest, said vest shall become part of the sergeant's uniform and shall be worn daily during his/her tour of duty. The Village agrees that protective vests shall be replaced in accordance with the recommendations of the manufacturer. Sergeants who own a protective vest upon the effective date of this Agreement shall be eligible for the allowance when their vests need to be replaced in accordance with manufacturer recommendations. All vests acquired with the subject allowance shall conform to the standards set by the uniform policy of the Police Department. If a sergeant chooses to purchase a higher rated level vest, he/she must pay any additional cost in excess of \$600.

**Section 11.4.** The Village reserves the right to determine the style, color, make, model, quantity, useful life or replacement of any of the items included in this article.

If the Village desires to change the style, color, make, model or useful life of any of the uniform or equipment items listed in Sections 11.1 and 11.2, 11.6 and 11.7 of this Article, then it shall have the option of phasing in any said change or immediately effecting the change for any or all sergeants.

**Section 11.5.** After each sergeant has received his or her initial issue of uniforms and equipment (while a police officer), those items listed in Sections 11.1 and 11.2 of this Article will be inspected annually to determine need for replacement. The Village may replace or repair any uniform or equipment items listed in Sections 11.1 and 11.2 of this Article that are damaged in the line of duty, as determined by the Police Chief, or his designee.

**Section 11.6.** All sergeants shall be required to wear and maintain in a neat and serviceable condition all uniforms and equipment items issued to them by the Village, and shall be required to replace or repair any damaged or lost item of uniform or equipment at their own expense if said damage or loss is a result of their failure to properly use or maintain the item. General maintenance and repair of winter leather jackets shall specifically be the responsibility of the Sergeant.

**Section 11.7.** The following items of uniform or equipment shall be reissued annually:

<b><u>Quantity</u></b>	<b><u>Item Description</u></b>
2	Ties
6 pr.	Socks
1 pr.	Shoes (non-slip soles)

**Section 11.8.** Sergeants assigned to the Investigations Bureau, MCAT or DuPage County Major Crimes Task Force shall be given \$400 per calendar year clothing credit to purchase clothing appropriate for business and/or office attire. Sergeants shall purchase clothing and submit

receipts to the Office of Support Services for up to a maximum reimbursement of \$400. Sergeants assigned to more than one plainclothes unit shall receive only one uniform allowance payment per year.

**Section 11.9.** All sergeants will be required to return all Village purchased uniform or equipment items upon termination of employment with the Village.

**ARTICLE TWELVE  
PHYSICAL FITNESS STANDARDS**

**Section 12.1.** Physical Fitness Standards shall be established in accordance with the State of Illinois “Law Enforcement Physical Fitness Standards,” adopted by the Illinois Local Governmental Law Enforcement Officers Training Board on July 1, 1989. The standards shall consist of the four events listed below:

1. SIT & REACH (inches)
2. ONE MINUTE SIT UPS (number)
3. ONE BENCH PRESS (% of body weight)
4. ONE MILE RUN (time)

A copy of the physical fitness standards referred to above are attached as Appendix B to this Agreement.

**Section 12.2.** The Village shall arrange for annual testing of Sergeants to determine if they meet the standards described above. An employee’s participation in such testing shall be voluntary.

**Section 12.3.** Employees who voluntarily elect to participate in the testing arranged by the Village under this Article shall be eligible for a cash incentive for exceeding the above physical fitness standards in accordance with the schedule contained in Appendix B of this Agreement. Any cash incentives paid under this Article shall be processed in the second pay period following the date the testing process is completed.

## ARTICLE THIRTEEN INSURANCE

**Section 13.1.** During the term of this Agreement, the Village shall provide to each Sergeant group term life insurance in the amount of Fifty Thousand Dollars (\$50,000.00). The Village reserves the right to provide this life insurance through a singly or jointly self-insured plan or under a group insurance policy or policies issued by an insurance company or insurance companies selected by the Village. It is agreed that the extent of the Village's obligation under this Article is limited solely to the payment of the cost of the insurance program provided thereunder, and Sergeants and their dependents and beneficiaries shall be entitled to benefits, if any, only in accordance with and governed by the terms and conditions of the insurance policies issued to provide such benefits.

**Section 13.2.** Hospitalization, Medical, Dental and Life Insurance Coverage. The Village maintains a group major medical and hospital insurance program for all regular full-time employees of the Village. The Village shall provide group major medical and hospital insurance for all employees covered by this Agreement and their eligible dependents as prescribed within the terms and conditions of the policy in effect and the conditions listed below. Coverage is effective on the first day of the second month following the first day of work. The Village reserves the exclusive right to alter or amend group medical insurance based on changes in coverage or insurance cost. However, employees covered by this Agreement will, during the term of this Agreement receive identical coverage provided to all other non-bargaining unit, covered full-time Village employees, as the same may be changed from time to time. Open enrollment notices shall be posted on the Police Department bulletin board, or otherwise distributed to employees.

**Section 13.3.** Insurance Cost Allocation. During the term of this Agreement, each employee shall pay the same monthly premium or rate established for hospitalization and medical insurance under the applicable plan or plans as the amount paid by other non-bargaining unit, covered full-time Village employees, as the same may be changed from time to time, provided the employee's premium contribution for coverage shall not exceed 10% of the total premium for the coverage selected, e.g., employee, employee plus one or family.

Dental and vision coverage shall be offered to sergeants on the same terms as such coverage is offered to other full-time non-represented employees of the Village, as the same may be changed from time to time.

Employee premium contributions shall be paid through a payroll deduction.

**Section 13.4.** Cost Containment. The Village reserves the right to maintain or institute cost containment measures relative to insurance coverage so long as the basic level of insurance benefits remains the same as those provided to other non-bargaining unit, covered full-time Village employees. Such changes may include, but are not limited to, mandatory second opinions for elective surgery, pre-admission and continuing admission review, prohibition on weekend admissions except in emergency situations, bounty clause, and mandatory out-patient elective surgery for certain designated surgical procedures.

**Section 13.5.** Terms of Insurance Policies to Govern. The extent of coverage under the insurance policies or plans referred to in Section 1 of this Article shall be governed by the terms and conditions set forth in said policies or plans. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policy or plan and shall not be subject to the grievance procedure set forth in this Agreement; provided, however, any employee who has a question concerning coverage may present it to the Village Manager and the Village Manager shall, in turn, make appropriate inquiry and shall advise the employee of the status of the matter.

**ARTICLE FOURTEEN  
SALARY PLAN**

**Section 14.1.**

Retroactive to May 1, 2013, sergeants shall be paid in accordance with Appendix A, attached hereto and incorporated herein. A sergeant shall be placed at Step 1 upon promotion, and remain there until the sergeant reaches his or her one year anniversary in said rank, at which time the sergeant may move to step 2. A sergeant may move to step 3 upon completing his or her 4<sup>th</sup> year of service in the rank of sergeant. A sergeant may move to step 4 upon completing his or her 7<sup>th</sup> year of service in the rank of sergeant. A sergeant's movement from one step to the next is dependent upon an annual performance rating of "meets requirements." Any sergeant who fails to obtain such a rating shall not otherwise be eligible to move from one step to the next until their following anniversary date, subject to receiving a "meets requirements" rating at that time.

A sergeant's hourly rate shall be determined by dividing his salary on Appendix A by 2080 hours.

There shall be no wage adjustments during re-opener negotiations and/or during negotiations for a successor agreement.

**Section 14.2. Longevity Pay.**

Effective May 1, 2013, The Village shall pay longevity pay as follows:

- After 10 years of service an additional \$400 will be added to base salary.
- After 15 years of service an additional \$600 (non cumulative) will be added to base salary.
- After 20 years of service an additional \$1,000 (non cumulative) will be added to base salary.
- After 25 years of service an additional \$1,500 (non-cumulative) will be added to base salary.

## ARTICLE FIFTEEN GRIEVANCE PROCEDURE

**Section 15.1.** Definition. A grievance is any dispute or difference of opinion between a Sergeant covered by this Agreement and the Village, with respect to the meaning, or application of the express provisions of this agreement except that management rights, as set forth in the agreement, are not challengeable as a grievance.

**Section 15.2.** Steps in grievance process.

**Step 1** - Recognizing that any grievance should be raised and settled promptly, a grievance must be raised within seven (7) calendar days of the first event giving rise to the grievance. The Sergeant shall submit a written grievance for each specific incident and shall relate the date and time of the incident, the specific violations and facts relating to the incident, and the relief sought by the Sergeant. The grievance shall be submitted within the time limits set forth above, and filed with the Sergeant's Lieutenant (or other direct supervisor of the employee), unless the Village and the grievant mutually agree, in writing, to initiate the grievance at a higher level in the process. The supervisor shall be responsible for making inquiry into the facts and circumstances of the grievance, and providing the Sergeant with a written decision within four (4) calendar days of receipt of the written grievance.

**Step 2** - If the Sergeant is not satisfied with the decision rendered in Step 1, the written grievance may be appealed to the Deputy Chief of Operations or Deputy Chief of Support Services (whichever is applicable in the respective employee's chain of command) within three (3) calendar days of the receipt of the Supervisor's decision. The Deputy Chief shall make a separate investigation, review prior actions, and provide the Sergeant with a written decision within seven (7) calendar days of receipt of the grievance.

**Step 3** - If the Sergeant is not satisfied with the decision rendered in Step 2, the written grievance may be appealed to the Chief of Police within three (3) calendar days of the receipt of the decision rendered in Step 3. The Chief of Police shall make a separate investigation, review prior actions, and provide the Sergeant with written decision within ten (10) calendar days of receipt of the grievance.

**Step 4** - If the Sergeant is not satisfied with the decision rendered in Step 3, a written request for a review of the grievance may be made to the Village Manager within 5 calendar days of the receipt of the Police Chief's written decision. The Village Manager or his designee shall meet with the aggrieved individual within ten (10) calendar days of receipt of the grievance, and shall respond in writing within ten (10) calendar days of the meeting.

**Step 5** - Arbitration. If the grievance is not settled in Step 4 and MAP wishes to appeal the grievance from Step 4 of the grievance procedure, MAP may refer the grievance to arbitration, as described below, within ten (10) days of receipt of the Village's written answer as provided to MAP at Step 4:

(a) The parties shall attempt to agree upon an arbitrator within ten (10) days after receipt of the notice of referral. In the event the parties are unable to agree upon the arbitrator within said ten (10) day period, the parties shall jointly request the Federal Mediation and

Conciliation Service or the American Arbitration Association to submit a panel of five (5) arbitrators residing in Illinois who are members of the National Academy of Arbitrators. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Both the Village and MAP shall have the right to strike two (2) names from the panel. The party requesting arbitration shall strike the first two names; the other party shall then strike two names. The person remaining shall be the arbitrator.

(b) The arbitrator shall be notified of his/her selection and shall be requested to set a time and place for the hearing, subject to the availability of Association and Village representatives.

(c) The Village and MAP shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and MAP retain the right to employ legal counsel.

(d) The arbitrator shall submit his/her decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.

(e) More than one grievance may be submitted to the same arbitrator where both parties mutually agree in writing.

(f) The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and MAP; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

**Section 15.3.** Limitations on Authority of Arbitrator. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement. The arbitrator shall be empowered to determine the issue raised by the grievance as submitted in writing at the Second Step. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall be without power to make any decision or award which is contrary to or inconsistent with, in any way, applicable laws, or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village under law and applicable court decisions. Any decision or award of the arbitrator rendered within the limitations of this Section shall be final and binding.

**Section 15.4.** Time Limit for Filing. No grievances shall be entertained or processed unless it is submitted at Step 1 within seven (7) calendar days after the first occurrence of the event giving rise to the grievance or within seven (7) calendar days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance.

**Section 15.5.** Grievances may be processed by MAP on behalf of a Sergeant or on behalf of a group of Sergeants, setting forth the name(s) of the sergeant(s). Either party may have the grievant or one grievant representing a group of grievants present at any step of the grievance

procedure, and the sergeant is entitled to MAP representation at each step of the grievance procedure. The resolution of a grievance filed on behalf of one or more sergeants shall be applicable to all sergeants within the group.

**Section 15.6.** Extensions for additional time may be requested in writing by either party through the process, and if mutually agreed upon, shall be granted.

**Section 15.7.** It is agreed and understood that circumstances which give rise to a grievance shall not exempt the Sergeant from the responsibilities of completing the assigned tasks.

**Section 15.8.** If the Village fails to respond according to time frames set forth above, the Sergeant may immediately appeal to the next step in the procedure.

**Section 15.9.** If a grievance is not presented within the time limits set forth above, it shall be considered “waived.” If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Department’s last answer.

**Section 15.10. Exclusivity of Grievance Procedure.** The grievance procedure set forth in this Article shall be the sole and exclusive means for discussing and processing items subject to the grievance procedure.

**ARTICLE SIXTEEN  
TUITION REIMBURSEMENT PROGRAM**

**Section 16.1.** Tuition Reimbursement. During the term of this Agreement, the Employer will continue to provide a tuition reimbursement program to eligible bargaining unit employees. The tuition reimbursement program shall be the same as the program offered by the Village to other non-represented, non-professional employees, as the same may be changed from time to time by the Village. To be eligible for any benefits under the program, an employee's participation must be approved in advance by the Village Manager or his designee.

## **ARTICLE SEVENTEEN WORK INTERRUPTION**

**Section 17.1.** MAP and the Sergeants covered by this agreement recognize and agree that the rendering of police services to the community cannot, under any circumstances or conditions be withheld, interrupted, disrupted, or discontinued, and that to do so would endanger the health, safety, and welfare of the inhabitants thereof.

During the term of this Agreement, neither MAP nor its agents nor any Sergeant for any reason, will authorize, institute, aid, condone, or engage in a work stoppage, strike, or any other interference with the work or statutory functions or obligations of the Village.

**Section 17.2.** MAP agrees to notify all Sergeants of their obligation and responsibility for maintaining compliance with this Article, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage Sergeants violating Section 1 of this article to return to work.

**Section 17.3.** The Village may discharge, discipline, deduct pay or withhold other benefits of any Sergeant who violates Section 1 or any Sergeant who fails to carry out his responsibilities under Section 2, subject to the provisions of Article 27, Section 1 (Discipline).

**Section 17.4.** MAP agrees that the Village has the right to deal with any such work interruption or disruption by imposing discipline, including discharge or suspension without pay, on any, some, or all of the Sergeants participating therein, and/or any, some or all of the leaders of MAP who so participate, as the Village may choose; by contracting for services; by hiring temporary or regular Sergeants to replace striking individuals.

**Section 17.5.** Nothing contained herein shall preclude the Village from obtaining judicial restraint and damages in the event of a violation of this article.

**Section 17.6.** The Village will not lock out employees during the term of this Agreement as a result of any labor dispute with MAP.

**ARTICLE EIGHTEEN  
SOLICITATION**

The parties agree that bargaining unit members will not solicit any person or entity for contributions on behalf of the Hanover Park Police Department or the Village of Hanover Park.

Bargaining unit members agree that the Village name, shield or insignia, communications systems, supplies and materials will not be used for solicitations purposes. Solicitation by bargaining unit employees may not be done on work time or in a work uniform. The bargaining unit members agree that they will not use the words "Hanover Park Police Department" in their name or describe themselves as the "Village of Hanover Park." The bargaining unit members shall have the right to explain to the public, if necessary, that they are members of a labor organization providing collective bargaining, legal defense and other benefits to all sergeants employed by the Village. This paragraph does not apply to the solicitation efforts of the Metropolitan Alliance of Police or any of its agents who are not bargaining unit members.

Each party to this Agreement agrees that they will comply with all applicable laws regarding solicitation.

**ARTICLE NINETEEN  
SENIORITY, LAYOFF AND RECALL**

**Section 19.1.** Definition of Seniority. Seniority shall be based on the length of time from the last date of beginning continuous full-time employment as a Sergeant in the Police Department of the Village, *i.e.*, normally the date of an employee's promotion to the rank of Sergeant. Seniority shall not be earned during the period of any unpaid leave. During the 12 month period following a Sergeant's date of promotion, such Sergeant shall be considered probationary. The Village reserves the right to demote a probationary Sergeant to his prior rank, with or without cause, during such probationary period.

**Section 19.2.** Seniority List. On or before January 1 each year, the Village will provide MAP with a seniority list setting forth each employee's seniority date. The Village shall not be responsible for any errors in the seniority list unless such errors are brought to the attention of the Village in writing within fourteen (14) calendar days after MAP's receipt of the list.

**Section 19.3.** Layoff. The Village, in its discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off in accordance with their length of service as provided in Illinois law, 65 ILCS 5/10-2.1-18.

**Section 19.4.** Recall. Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employee who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are fully qualified to perform the work to which they are recalled without further training.

Employees who are eligible for recall shall be given fourteen (14) calendar days' notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to MAP, provided that the employee must notify the Police Chief or his designee of his intention to return to work within seven (7) days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Police Chief or his designee with his latest mailing address. If an employee fails to timely respond to a recall notice his name shall be removed from the recall list.

**Section 19.5.** Termination of Seniority. Seniority and the employment relationship shall be terminated for all purposes if the employee:

- (a) quits or resigns;
- (b) is discharged for cause;
- (c) retires (or is retired pursuant to a legal mandatory retirement age adopted and implemented by the Village);
- (d) falsifies the reason for a leave of absence or is found to be working during a leave of absence without prior written approval of the Village;

- (e) fails to report to work at the conclusion of an authorized leave of absence or vacation;
- (f) is laid off and fails to report for work within fourteen (14) calendar days after having been recalled;
- (g) is laid off for a period in excess of two (2) years;
- (h) does not perform work for the Village for a period in excess of twelve (12) months, provided, however, this provision shall not be applicable to approved absences due to military service or when a sergeant is temporarily disabled and receiving temporary total disability pay as a result of a work related injury; or
- (i) is absent for three (3) or more consecutive working days without notifying the Village.

**ARTICLE TWENTY  
COMPLIANCE WITH ILLINOIS LAW**

**Section 20.1.** The Village and MAP mutually agree to comply with the Statutes of the State of Illinois, including but not limited to the “Uniform Peace Officers’ Disciplinary Act” (Chapter 50 ILCS 725/1 - 725/7).

**Section 20.2.** The Village and MAP mutually agree to comply with the provisions of the applicable Chapter section of the Illinois Compiled Statutes which allows for deferral of Police Officers’ police pension contributions from taxable income, as regulated by Section 414(h) of the Internal Revenue Code.

These provisions reduce the amount of withholding tax from each employee’s paycheck, resulting in an increase of available funds to the employee. Income tax will be paid on the deferred amounts by the employee upon his/her receipt of pension contributions either at the time of retirement or upon refund due to termination of employment with the Village.

**Section 20.3.** Nothing in this Agreement shall be construed as a waiver of an employee’s rights under the Public Employee Disability Act and the Public Safety Employee Benefits Act.

**ARTICLE TWENTY-ONE  
CONFLICTS WITH DEPARTMENTAL POLICY**

If the situation arises where this Agreement is in conflict with Police Department policy, this Agreement shall prevail.

It is also agreed that all other matters contained within Village Ordinances, the Personnel Rules and Regulations, Departmental policy, directives, general orders, procedures and rules, not contained within this Agreement, as the same may be changed from time to time by the Village, shall be applicable to all employees covered by this Agreement.

**ARTICLE TWENTY-TWO  
SEVERABILITY**

If any provision of this Agreement is subsequently declared by legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable laws, statutes, or regulations of the United States of America, or the State of Illinois, all other provisions of this Agreement shall remain in full force and effect for the duration of this agreement.

In the event that any provision of this Agreement is declared invalid, the parties may request negotiations to commence to agree on a substitute provision.

**ARTICLE TWENTY-THREE**  
**ENTIRE AGREEMENT**

This Agreement, upon ratification, supersedes all prior practices and agreements, whether written or oral, unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties, and concludes collective bargaining for its term.

The Village and MAP, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, including the impact of the Village's exercise of its rights as set forth herein on wages, hours or terms and conditions of employment.

**ARTICLE TWENTY-FOUR  
IMPASSE RESOLUTION**

Upon expiration of this Agreement, and should an impasse in negotiations for a successor agreement occur, the parties shall resort to statutorily required impasse procedures pursuant to the Illinois Public Labor Relations Act (Chapter 5 ILCS 315/14), as may be amended from time to time, or as may otherwise be mutually agreed.

**ARTICLE TWENTY-FIVE**  
**TERM OF AGREEMENT**

This Agreement, when ratified by both parties, shall be effective as of the day after it is executed, and shall remain in full force and effect until the 30th day of April, 2013. It shall be automatically renewed from year to year thereafter unless either party shall notify the other, in writing, sixty (60) days prior to the expiration date set forth above or each yearly period thereafter, if applicable. If either party submits such written notice, the parties' designated representatives shall immediately commence negotiations. Notwithstanding the expiration date set forth above, this entire Agreement shall remain in full force and effect during the period of negotiations and until a successor agreement is ratified by both parties.

This Agreement may be amended at any time if both parties, the Village and MAP, agree, in writing, to such amendments.

**ARTICLE TWENTY-SIX  
MISCELLANEOUS**

**Section 26.1.** Family and Medical Leave Act of 1993. The parties agree that the Employer may alter, adopt and enforce policies in compliance with the Family and Medical Leave Act of 1993, as amended (“FMLA”).

**Section 26.2.** Americans with Disabilities Act. The parties agree that the Employer may, notwithstanding any other provisions of the Agreement, take action that is in accord with what is legally permissible under the Americans with Disabilities Act (“ADA”) in order to be in compliance with the ADA.

**Section 26.3.** Military Leave. Employees called to active military duty shall, upon application, be granted a leave of absence for the period of service in accordance with applicable state and federal law. If a member of a reserve or national guard unit is mobilized by Presidential or Gubernatorial order, leave of absence and reinstatement shall be governed by this Section.

**Section 26.4.** Chapter Bulletin Board. The Village will make available a bulletin board in the Police Department for the posting of official MAP notices of a non-political, non-inflammatory nature. The Village reserves the right to remove inappropriate postings from the bulletin board. MAP agrees to limit the posting of Union notices to such bulletin board.

**Section 26.5.** Residency. All bargaining unit employees shall, as a term or condition of continued employment, maintain their principal residence (domicile) within 35 miles of the Village Hall, and within the State of Illinois.

**ARTICLE TWENTY-SEVEN  
DISCIPLINE**

**Section 27.1.** Discipline. The Police Chief or his designee may discipline or dismiss any or all sergeants for cause. Suspensions of one or more days and dismissals may be appealed under the Grievance Procedure, Article 15. There shall be no recourse to the Village Personnel Board. Oral reprimands and written warnings shall not be subject to the grievance procedure or the Personnel Board. Grievances concerning suspensions and dismissals shall be initiated at Step 3 of the grievance procedure.

Suspensions of one to five days shall be served notwithstanding the filing of any grievance, provided that the Arbitrator shall have the authority to overturn or reduce such suspension in the event that he finds cause for such discipline did not exist. In order to obtain the reversal or reduction of a suspension of 5 days or less, the sergeant shall have the burden of proving that cause for such discipline did not exist.

In the case of a suspension for more than 5 days (but less than termination), such suspension shall be stayed in the event the employee notifies the Chief of Police (or, in his absence, the Commanding Officer on duty) in writing of his intent to grieve such suspension within three (3) calendar days of receipt of the notice of discipline. Absent such notice, the suspension shall be served. In the case of a suspension of greater than 5 days, the Chief shall have the burden, in any arbitration proceeding, of proving that cause for such discipline exists. In the event the grievance is denied, the suspension shall be served immediately.

In the case of dismissal, if an employee notifies the Chief of Police (or, in his absence, the Commanding Officer on duty) in writing of his intent to grieve such dismissal within three (3) calendar days of his receipt of notice of discipline, then such employee shall be placed on an unpaid leave pending the outcome of the grievance procedure.<sup>1</sup> In the case of dismissal, the Chief shall have the burden, in any arbitration proceeding, of proving that cause for dismissal exists. In the event an Arbitrator determines that cause for dismissal did not exist, the Arbitrator shall have the authority to reinstate the sergeant with or without back pay (or a portion thereof.)

In the event a sergeant grieves a suspension of more than 5 days or a dismissal under this Section, any arbitration hearing shall be commenced within thirty (30) calendar days of the date an arbitrator is selected, and the arbitrator shall render an award within 30 days of the close of the hearing or the Arbitrator's receipt of post-hearing briefs. These time limits shall be observed absent mutual agreement to extend them. The failure of an Arbitrator to adhere to the time limits specified herein shall not negate the discipline or the appeal thereof that is the subject of the arbitration hearing.

**Section 27.2.** Notice of Disciplinary Action. The Chief of Police or his designee shall notify a sergeant, in writing, of any written reprimand, suspension, or dismissal. The notice of discipline shall include a brief statement indicating the reason(s) for the discipline.

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<sup>1</sup> The employee may request a preliminary hearing before the Arbitrator concerning the propriety of an unpaid leave pending the outcome of the arbitration hearing regarding cause for dismissal.

**Section 27.3.** Nothing in this Agreement shall be construed as a waiver of an individual sergeant's right to request the presence of a Union representative at a pre-disciplinary, investigatory interview.

**ARTICLE TWENTY-EIGHT  
INDEMNIFICATION**

The Village will indemnify sergeants for actions taken within the scope of their authority to the full extent of coverage, subject to any limitations, as provided by the general liability insurance policy or plan maintained by the Village, as the same may be changed from time to time by the Village.

\_\_\_\_\_  
**Village of Hanover Park**

Attest:

\_\_\_\_\_  
Village President

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
Village Manager

**The Metropolitan Alliance of Police**

\_\_\_\_\_  
President

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Appendix A

<b>EFFECTIVE DATE</b>	<b>Starting</b>	<b>After 1 Year</b>	<b>After 4 Years</b>	<b>After 7 Years</b>
<b>May 1, 2013</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>
Hourly	\$43.05	\$45.84	\$47.28	\$48.72
Annual	\$89,550.68	\$95,347.31	\$98,341.08	\$101,334.86
<b>EFFECTIVE DATE</b>	<b>Starting</b>	<b>After 1 Year</b>	<b>After 4 Years</b>	<b>After 7 Years</b>
<b>May 1, 2014</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>
Hourly	\$43.91	\$46.76	\$48.22	\$49.69
Annual	\$91,341.69	\$97,254.25	\$100,307.90	\$103,361.56
<b>EFFECTIVE DATE</b>	<b>Starting</b>	<b>After 1 Year</b>	<b>After 4 Years</b>	<b>After 7 Years</b>
<b>May 1, 2015</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>
Hourly	\$44.79	\$47.69	\$49.19	\$50.69
Annual	\$93,168.52	99,199.34	\$102,314.06	\$105,428.79

## Appendix B

## Physical Fitness Standards

TEST	MALE AGE				FEMALE AGE			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
SIT & REACH	16.0	15.0	13.8	12.8	18.8	17.8	16.8	16.3
1 MINUTE SIT UP	37	34	28	23	31	24	19	13
MAXIMUM BENCH PRESS RATIO	0.98	0.87	0.79	0.70	0.58	0.52	0.49	0.43
1 MILE RUN	9:15	9:50	10:17	10:59	10:59	11:20	11:58	12:35

## HOW WILL PHYSICAL FITNESS BE MEASURED?

### 1. SIT AND REACH TEST

This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is important in minimizing lower back problems. The test involves stretching out to touch the toes or beyond with extended arms from sitting position. The score is in the inches reached on a yardstick with 15 inches being at the toes.



### 2. 1 MINUTE SIT-UP TEST

This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is an important area for maintaining good posture and minimizing lower back problems. The score is in the number of bent leg sit-ups performed in 1 minute.



### 3. 1 REPETITION MAXIMUM BENCH PRESS

This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing police tasks requiring upper body strength. The score is a ratio of weight pushed divided by body weight.



### 4. 1 MILE RUN

This is a timed run to measure the heart and vascular systems' capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. The score is in minutes and seconds.



## Appendix D

## Physical Fitness Incentives

<b>AVERAGE SCORE</b>	<b>AWARD</b>
4.00 – 4.24	\$50.00
4.25 – 4.49	\$75.00
4.50 – 4.74	\$125.00
4.75 – 4.99	\$175.00
5.00	\$200.00

# Rating Chart FOR Physical Fitness Standards

## MAP AGREEMENT

<b>SCORE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>% OF STANDARD</b>	<b>76-85</b>	<b>86-95</b>	<b>96-100</b>	<b>101-115</b>	<b>116+</b>
SIT & REACH					
SIT UPS					
BENCH PRESS					
MILE RUN					

Average Score: \_\_\_\_\_ (Sum of scores divided by 4)



**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager

**SUBJECT:** Change of the January, 2013 Board Workshop and Regular Board Meeting Dates

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

It is recommended that the January 2014 Board Workshop and regular Board meeting dates be rescheduled from the first and third Thursday, to the second and fourth Thursday of the month. There are five Thursdays in January.

**Discussion**

The Christmas holiday falls on a Tuesday and Wednesday this year. If we were to hold the Board meetings on the original date of January 2nd, agenda items would be due on the Tuesday, December 24<sup>th</sup>, when Village Hall is closed. With there being a Board meeting on December 19, 2013 (the Thursday before the holiday), this will not give staff enough time to prepare agenda items and the agenda for the originally scheduled January 2, 2014 Board meeting. Due to there being five Thursdays in December, it is recommended that both meetings be shifted one week forward.

Staff will also be working to meet the December 20, 2013 budget submittal deadline during this time.

**Recommended Action**

Motion to approve the change of the January, 2014 Board Workshop and regular Board meeting dates from January 2, 2014 to January 9, 2014; and from January 16, 2014 to January 23, 2014.

<b>Budgeted Item:</b>	_____ Yes	_____ No	N/A
<b>Budgeted Amount:</b>	\$		
<b>Actual Cost:</b>	\$		
<b>Account Number:</b>			

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
Rebekah Flakus, Finance Director

**SUBJECT:** Ordinance authorizing the Levy and Assessment of Taxes for the Corporate and Municipal Purposes of the Village of Hanover Park, A Home Rule Municipality, Cook and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2013 and ending April 30, 2014

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

Pass an Ordinance authorizing the Levy and Assessment of Taxes for the Corporate and Municipal Purposes of the Village of Hanover Park, A Home Rule Municipality, Cook and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2013 and ending April 30, 2014.

**Discussion**

At the November 18, 2013 Finance Committee meeting, direction was to present the Village Board with a Corporate Property Tax Levy of \$11,351,907, a 6.99% increase over the 2012 Extended Levy. Staff presented the Committee recommended levy to the Village Board at the November 21, 2013 Village Board Workshop.

The Board agreed that the 6.99% increase would weigh too heavy on the Village residents and gave direction for Staff to proceed with preparing the Corporate Property Tax Levy with an increase of 4.99% above the 2012 Corporate Property Tax Levy instead of the 6.99%.

Staff has prepared the 2013 Corporate Property Tax Levy for approval in the amount of \$11,139,702, which includes the increase of \$529,451 or 4.99% from the 2012 extended property tax levy of \$10,610,251. Once the Village Board passes the 2013 Property Tax Ordinance, it will be filed with both Cook and DuPage County Clerks before the last Tuesday in December, 2013 (December 31, 2013).

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ REV: 12/13/2013 10:06  
AM

Regular Meeting 12/19/13

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**Recommended Action**

Pass an Ordinance authorizing the Levy and Assessment of Taxes for the Corporate and Municipal Purposes of the Village of Hanover Park, A Home Rule Municipality, Cook and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2013 and ending April 30, 2014.

**Attachments:**

- Ordinance Authorizing the Levy and Assessment of Taxes for the Corporate and Municipal Purposes of the Village of Hanover Park, A Home Rule Municipality, Cook & DuPage Counties, Illinois, for the Fiscal Year Beginning May 1, 2013 and Ending April 30, 2014,

<b>Budgeted Item:</b>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<b>Budgeted Amount:</b>	\$			
<b>Actual Cost:</b>	\$			
<b>Account Number:</b>				

**ORDINANCE NO. O 13-**

**AN ORDINANCE AUTHORIZING THE LEVY AND ASSESSMENT  
OF TAXES FOR THE CORPORATE AND MUNICIPAL PURPOSES OF  
THE VILLAGE OF HANOVER PARK, A HOME RULE MUNICIPALITY,  
COOK AND DUPAGE COUNTIES, ILLINOIS, FOR THE FISCAL YEAR  
BEGINNING MAY 1, 2013 AND ENDING APRIL 30, 2014**

**WHEREAS**, the President and Board of Trustees of Hanover Park, Cook and DuPage Counties, State of Illinois, did on the 5th of April, 2012 after notice of publication and public hearing adopt a Budget in lieu of an Annual Appropriation Ordinance for said Village for the fiscal year beginning May 1, 2013; and

**WHEREAS**, the amount of said budget is ascertained to be the aggregate sum of \$55,259,775; and

**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 power and perform any function pertaining to its government and affairs including the power to tax and incur debt; and adopts this Ordinance pursuant to its home rule powers; now, therefore,

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

**SECTION 1:** That there be and there is hereby levied upon all taxable property within the corporate limits of said Village, subject to taxation for the year 2013, the total sum of \$11,139,702 for all purposes of the Village of Hanover Park, mentioned in said Budget as appropriated for the current fiscal year and in the specific amounts levied for the various purposes heretofore named being included herein by being placed in a separate column under the heading "Amount Levied" which appears over the same, the tax so levied for the current fiscal year of said Village and for the certain appropriations specified herein to be collected from said Tax Levy, the total of which has been ascertained as aforementioned and being summarized as follows:

**VILLAGE OF HANOVER PARK**  
**Cook and DuPage Counties, Illinois**  
**FY 2014**

<b><u>Object and Purpose of Appropriations</u></b>	<b><u>Amount</u></b> <b><u>Appropriated</u></b>	<b><u>Amount</u></b> <b><u>Levied</u></b>
Department 0110 - Total President & Board of Trustees	\$ 111,914	27,563
Department 0120 - Village Clerk	127,347	31,364
Department 0125 - Village Collector	75,306	18,547
Department 0135 - Environmental Committee	3,825	942
Department 0160 - CI & D Committee	4,010	988
Department 0165 - Sister Cties Committee	5,900	1,453
Department 0170 - Citizen's Corp	2,300	566
Department 0175 - Veteran's Committee	1,910	470
Department 0180 - Development Commission	1,975	486
Department 0195 - Conect Committee	5,350	1,318
<b>Total Village Board, Clerk, Committees &amp; Commissions</b>	<b>\$ 339,837</b>	<b>\$ 83,697</b>
Department 0410 - Village Manager	\$ 324,059	79,811
Department 0440 - Human Resources	421,428	103,791
Department 0460 - Special Events	22,200	5,468
Department 0470 - Information Technology	759,695	187,101
<b>Total Administration</b>	<b>\$ 1,527,382</b>	<b>\$ 376,170</b>
Department 0510 - Finance Administration	\$ 176,276	43,414
Department 0520 - Collections	147,403	36,303
Department 0530 - General Accounting	196,153	48,309
Department 0550 - General Admin. Services	4,788,682	1,179,377
<b>Total Finance</b>	<b>\$ 5,308,514</b>	<b>\$ 1,307,404</b>

**VILLAGE OF HANOVER PARK**  
**Cook and DuPage Counties, Illinois**  
**FY 2014**

<b><u>Object and Purpose of Appropriations</u></b>	<b><u>Amount</u></b> <b><u>Appropriated</u></b>	<b><u>Amount</u></b> <b><u>Levied</u></b>
Department 0610 - Public Works Administration	\$ 168,066	41,392
Department 0620 - Highways & Streets	1,324,042	326,091
Department 0630 - Forestry	554,455	136,554
Department 0640 - Public Buildings	615,144	151,500
Department 0650 - Fleet	1,100,773	271,103
Department 0660 - Engineering	267,093	65,781
Department 0670 - MWRD Property	22,010	5,421
<b>Total Public Works</b>	<b>\$ 4,051,583</b>	<b>\$ 997,842</b>

Department 0710 - Fire Administration	\$ 553,405	482,374
Department 0720 - Fire Suppression	4,862,175	4,238,101
Department 0730 - Inspectional Services	597,300	520,635
Department 0740 - Non-Emergency 911	82,306	71,742
<b>Total Fire Department</b>	<b>\$ 6,095,186</b>	<b>\$ 5,312,852</b>

Department 0810 - Police Administration	\$ 827,647	203,837
Department 0820 - Patrol	7,304,648	1,799,021
Department 0830 - Investigations	1,644,065	404,907
Department 0840 - Community Services	94,983	23,393
Department 0850 - Staff Services	1,574,761	387,839
Department 0860 - Emergency Services	12,050	2,968
Department 0870 - Code Enforcement	547,522	134,846
<b>Total Police Department</b>	<b>\$ 12,005,676</b>	<b>\$ 2,956,810</b>

Department 0920 - Economic Development	\$ 426,044	104,928
<b>Total Community Development</b>	<b>\$ 426,044</b>	<b>\$ 104,928</b>

**Total Appropriated (Budgeted) For All Funds** 29,754,222

**Total Amount to Be Raised by Tax Levy For All Funds** 11,139,702

**SECTION 2:** That the amount of eleven million, one hundred thirty-nine thousand, seven hundred two dollars (\$11,139,702) ascertained as aforesaid, be and the same is hereby levied and assessed on all property subject to taxation within the Village of Hanover Park according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

**SECTION 3:** That this Levy Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code, provided, however, any tax rate limitation or any other substantive limitations to tax levies in the Illinois Municipal Code in conflict with this Ordinance shall not be applicable to this Ordinance pursuant to Section 6 of Article VII of the Constitution of the State of Illinois, and the County Clerks of Cook and DuPage Counties are hereby directed to extend taxes at such rates as is necessary to produce the sums herein provided.

**SECTION 4:** That there is hereby certified to the County Clerks of Cook County and DuPage County Illinois, the several sums, aforesaid, constituting said total amount and they said total amount of eleven million, one hundred thirty-nine thousand, seven hundred two dollars (\$11,139,702) which said total amount the said Village of Hanover Park requires to be raised by taxation for the current fiscal year of said Village, and the Village Clerk of said Village, is hereby ordered and directed to file with the Clerks of Cook and DuPage Counties, on or before the last Tuesday in December, a certified copy of this Ordinance.

**SECTION 5:** That in the determination of the aggregate levy contained herein, the Budget Officer and the President and Board of Trustees have taken into account the receipt of funds and funds estimated to be received pursuant to "An act in relation to the abolition of ad valorem personal property tax and the replacement of revenues lost thereby, and amending and repealing certain acts and parts of acts in connection therewith".

**SECTION 6:** That should any term provision, clause, or section of the Ordinance be held invalid, void, or defective by a court of competent jurisdiction each holding, decree, or finding shall not affect any remaining term, provision, clause, or section hereof.

**SECTION 7:** That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this        day of December, 2013, 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 December, 2013.

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


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
Rebekah Flakus, Finance Director

**SUBJECT:** Ordinances Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds Series 2010 and 2010A

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

Ordinances Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds Series 2010 and Series 2010A.

**Discussion**

The Village of Hanover Park's Property Tax Levy is comprised of a Corporate Levy, Bond & Interest Levy and Special Service Levies. The Corporate Levy is the Village's main property tax levy, which funds General Fund expenditures including the contributions to pensions. The Special Service Levies are for funding designated costs for the Village's Special Service Areas. Bond & Interest levies are included in the property tax levies if the Village has any bonds issued and outstanding.

The Bond & Interest levies, which are set when the Bonds are issued, are levied at a gross amount as seen in the chart below. The 2010 and 2010A Debt Service Bonds are Build America Bonds offering an abatement (reduction) of 35% of the interest payments. In order to reduce the set Bond & Interest Levies, the Village needs to abate a portion of the interest for the 2010 & 2010A Bonds to accurately levy the adjusted amount. These two amounts are shown in the Abatement Column.

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

<u>Village of Hanover Park</u>		
<u>2013 Property Tax Levy</u>		
<u>April 30, 2014</u>		
	<b>2012 Approved Property Tax Levy</b>	<b>2013 Requested Property Tax Levy</b>
<b>Gross Debt Service</b>		
<b>2010 Bonds</b>	\$ 795,210.00	\$ 793,512.50
<b>2010A Bonds</b>	\$ 349,137.50	\$ 398,062.50
<b>2011 Bonds</b>	\$ 641,012.50	\$ 641,512.50
	\$ 1,785,360.00	\$ 1,833,087.50
<b>Abatements</b>		
<b>2010 Bonds</b>	\$ (178,573.50)	\$ (176,229.37)
<b>2010A Bonds</b>	\$ (104,698.13)	\$ (104,321.87)
<b>Net</b>		
<b>2010 Bonds</b>	\$ 616,636.50	\$ 617,283.13
<b>2010A Bonds</b>	\$ 244,439.37	\$ 293,740.63
<b>2011 Bonds</b>	\$ 641,012.50	\$ 641,512.50
<b>Net Debt Service Levy</b>	<b>\$ 1,502,088.37</b>	<b>\$ 1,552,536.26</b>

The proposed bond abatement ordinances reduce the 2013 property tax levy for 2010 General Obligation Bond Debt Service Fund by \$176,229 and the 2010A General Obligation Bond Debt Service Fund by \$104,322. The net 2013 debt service property tax levy totals \$1,704,538 as follows:

2010	General Obligation Bonds Net Property Tax Levy	\$617,283.13
2010A	General Obligation Bonds Net Property Tax Levy	\$293,740.63
2011	Refunding General Obligation Bonds Property Tax Levy	\$641,502.50
<b>Total Net Debt Service Levy</b>		<b>\$1,552,536.26</b>

The attached ordinances were presented to the Board at the November 21, 2013 Board Workshop. The Board directed Staff Proceed with preparing an agenda item for formal approval.

**Recommended Action**

Move to pass an Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010

Move to pass an Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010A.

**Attachments:**

- An Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010
- An Ordinance Abating a Portion of the Annual Tax for 2013 for General Obligation Bonds, Series 2010A

<b>Budgeted Item:</b>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	N/A
<b>Budgeted Amount:</b>	\$				
<b>Actual Cost:</b>	\$				
<b>Account Number:</b>					

**ORDINANCE NO. O -13\_****AN ORDINANCE ABATING A PORTION OF THE ANNUAL TAX FOR  
2013 FOR GENERAL OBLIGATION BONDS, SERIES 2010**

**WHEREAS**, the Village of Hanover Park will have sufficient funds on hand to pay a portion of the tax levied by Ordinance 0-10-09, An Ordinance Providing for the Issuance of \$10,000,000 General Obligation Bonds, Series 2010, (Build America Bonds) of the Village of Hanover Park, Cook and DuPage Counties, Illinois, providing for the Levy and collection of a Direct Annual Tax for the Payment of the Principal of and Interest on said Bonds, approved April 15, 2010; and

**WHEREAS**, the total of the levy of the tax for the year 2013 provided in the Ordinance is unnecessary.

**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 the County Clerks of Cook and DuPage Counties are hereby authorized and directed to abate \$176,229.37 of the heretofore levied tax of \$793,512.50 for the year 2013 as provided and levied in the Ordinance 0-10-09, An Ordinance Providing for the Issuance of General Obligation Bonds, Series 2010, of the Village of Hanover Park, Cook and DuPage Counties, Illinois, Authorizing the and providing for the Levy and Collection of a Direct Annual Tax for the Payment of the Principal of and Interest on said Bonds, approved April 15, 2010; said tax shall be abated by reducing said sum \$176,229.37 and extending a tax in the amount of \$617,283.13 for the year 2013.

**SECTION 2:** That the Village Clerk is authorized and directed to file a certified copy of this Ordinance with the County Clerk of Cook and DuPage Counties Illinois.

**SECTION 3:** That the Clerk be and is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 4:** This Ordinance shall be in full force and effect from and after its passage and approval in the manner and form required by law.

ADOPTED this \_\_\_\_\_ day of December, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this \_\_\_\_\_ day of December, 2013

---

Village President

ATTESTED, filed in my office

This \_\_\_\_\_ day of December, 2013

---

Village Clerk

**ORDINANCE NO. 13- \_****AN ORDINANCE ABATING A PORTION OF THE ANNUAL TAX FOR  
2013 FOR GENERAL OBLIGATION BONDS, SERIES 2010A**

**WHEREAS**, the Village of Hanover Park will have sufficient funds on hand to pay a portion of the tax levied by Ordinance 0-10-29, An Ordinance Providing for the Issuance of \$5,000,000 General Obligation Bonds, Series 2010A, (Build America Bonds) of the Village of Hanover Park, Cook and DuPage Counties, Illinois, providing for the Levy and collection of a Direct Annual Tax for the Payment of the Principal of and Interest on said Bonds, approved on November 18, 2010 and

**WHEREAS**, the total of the levy of the tax for the year 2013 provided in the Ordinance is unnecessary.

**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 the County Clerks of Cook and DuPage Counties are hereby authorized and directed to abate \$104,321.87 of the heretofore levied tax of \$398,062.50 for the year 2013 as provided and levied in the Ordinance 0-10-29, An Ordinance Providing for the Issuance of General Obligation Bonds, Series 2010A, of the Village of Hanover Park, Cook and DuPage Counties, Illinois, Authorizing the and providing for the Levy and Collection of a Direct Annual Tax for the Payment of the Principal of and Interest on said Bonds, approved November 18, 2010; said tax shall be abated by reducing said sum \$104,321.87 and extending a tax in the amount of \$293,740.63 for the year 2013.

**SECTION 2:** That the Village Clerk is authorized and directed to file a certified copy of this Ordinance with the County Clerks of Cook and DuPage Counties, Illinois.

**SECTION 3:** That the Clerk be and is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 4:** This Ordinance shall be in full force and effect from and after its passage and approval in the manner and form required by law.

ADOPTED this \_\_\_\_\_ day of December, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this \_\_\_\_\_ day of December, 2013

---

Village President

ATTESTED, filed in my office

this day of December, 2013

---

Village Clerk


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
Rebekah Flakus, Finance Director

**SUBJECT:** Ordinances Authorizing the Levy and Assessment of Taxes for the Fiscal Year Ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Three, Number Four, Number Five and Number Six

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

Ordinances Authorizing the Levy and Assessment of Taxes for the Fiscal Year Ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Three, Number Four, Number Five and Number Six

**Discussion**

Currently, the Village of Hanover Park has four Active Special Service Areas. Special Service Area Three is along Astor Avenue, Special Service Area Four is along Leslie Lane, Special Service Area Five is the Greenbrook Tangelwood Homeowners Association, and Special Service Area Six is the Hanover Square Homeowner's Association. Each Special Service Area has contractual services including garbage pickup for the residents. The Homeowner's Association in SSA #5 has requested to levy additional funds for area lighting improvements.

Below is a summary of what amounts each Special Service Area is levying:

Special Service Area Three	\$20,400
Special Service Area Four	\$29,800
Special Service Area Five	\$277,132
Special Service Area Six	<u>\$77,013</u>
 Total Special Service Area Levies	 \$404,345

The 2013 Special Service Area Property Tax Levies must be filed with the Cook County Clerk and the DuPage County Clerk by the last Tuesday in December, 2013 (December 31, 2013).

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

The attached ordinances were presented to the Board at the November 21, 2013 Board Workshop. The Board directed Staff proceed with preparing an agenda item for formal approval.

**Recommended Action**

Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Three.

Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Four.

Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Five.

Move to pass an Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Six.

**Attachments:**

- An Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Three
- An Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Four
- An Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Five
- An Ordinance Authorizing the Levy and Assessment of Taxes for the Fiscal Year ending April 30, 2014 in and for the Village of Hanover Park Special Service Area Number Six

<b>Budgeted Item:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	N/A
<b>Budgeted Amount:</b>	\$N/A		
<b>Actual Cost:</b>	\$		
<b>Account Number:</b>			

**ORDINANCE NO. O-13-**

**AN ORDINANCE AUTHORIZING THE LEVY AND ASSESSMENT  
OF TAXES FOR THE FISCAL YEAR ENDING APRIL 30, 2014  
IN AND FOR THE VILLAGE OF HANOVER PARK  
SPECIAL SERVICE AREA NUMBER THREE**

**WHEREAS**, Ordinance O-98-35 entitled, “An Ordinance Establishing Special Service Area Number Three in the Village of Hanover Park, Illinois,” was approved by the President and Board of Trustees on June 18, 1998; and

**WHEREAS**, Ordinance O-98-35 provides in Section 7 that the President and Board of Trustees may levy a direct annual tax not to exceed an annual rate of five per cent (5.0%) of the assessed value, as equalized, of the taxable property in Special Service Area Number Three.

**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 there be and is hereby levied upon all taxable property in the Village of Hanover Park Special Service Area Number Three, subject to the taxation for the year 2013, the sum total of \$20,400 for the following purposes:

	<u>Amount</u> <u>Appropriated</u>	<u>Amount</u> <u>Levied</u>
Contractual Services	\$24,500	\$20,400
Total amount to be levied by taxation for Special Service Area Number Three		<u>\$20,400</u>

**SECTION 2:** That the amount of twenty thousand, four hundred dollars (\$20,400) ascertained as aforesaid, be and the same is hereby levied and assessed upon all property subject to taxation within the Village of Hanover Park Special Service Area Number Three according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

**SECTION 3:** That the tax levied herein is pursuant to provisions of Article VII, Section 6(a) and 6(l) of the Constitution of the State of Illinois, the Special Service Area Tax Law (35 ILCS 200/27-5 et seq.) and Ordinance O-98-35 establishing the Village of Hanover Park’s Special Service Area Number Three.

**SECTION 4:** That it is hereby certified to the County Clerk of Cook County Illinois the sum of aforesaid, which totals amount the Village of Hanover Park Special Service Area Number Three requires to be raised by taxes for the current fiscal year and the Village Clerk of the Village of Hanover Park is hereby directed to file with the County Clerk of the County of Cook on or before the time required by law a certified copy of this Ordinance.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this \_\_\_ day of December, 2013 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this \_\_\_ day \_\_\_ of December, 2013

\_\_\_\_\_  
Village President

ATTESTED, filed in my office  
This \_\_\_ day of December, 2013

\_\_\_\_\_  
Village Clerk

**ORDINANCE NO. O-13-**

**AN ORDINANCE AUTHORIZING THE LEVY AND ASSESSMENT  
OF TAXES FOR THE FISCAL YEAR ENDING APRIL 30, 2014  
IN AND FOR THE VILLAGE OF HANOVER PARK  
SPECIAL SERVICE AREA NUMBER FOUR**

**WHEREAS**, Ordinance O-99-53 entitled, "An Ordinance Establishing Special Service Area Number Four in the Village of Hanover Park, Illinois," was approved by the President and Board of Trustees on September 2, 1999; and

**WHEREAS**, Ordinance O-99-53 provides in Section 7 that the President and Board of Trustees may levy a direct annual tax not to exceed an annual rate of four per cent (4.0%) of the assessed value, as equalized, of the taxable property in Special Service Area Number Four.

**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 there be and is hereby levied upon all taxable property in the Village of Hanover Park Special Service Area Number Four, subject to the taxation for the year 2013, the sum total of \$29,800 for the following purposes:

	<u>Amount Appropriated</u>	<u>Amount Levied</u>
Contractual services	\$29,800	<u>\$29,800</u>
Total amount to be levied by taxation for Special Service Area Number Four		<u>\$29,800</u>

**SECTION 2:** That the amount of twenty-nine thousand, eight hundred dollars (\$29,800) ascertained as aforesaid, be and the same is hereby levied and assessed upon all property subject to taxation within the Village of Hanover Park Special Service Area Number Four according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

**SECTION 3:** That the tax levied herein is pursuant to provisions of Article VII, Section 6(a) and 6(l) of the Constitution of the State of Illinois, the Special Service Area Tax Law (35 ILCS 200/27-5 et seq.) and Ordinance O-99-53 establishing the Village of Hanover Park’s Special Service Area Number Four.

**SECTION 4:** That it is hereby certified to the County Clerk of Cook County Illinois the sum of aforesaid, which total amount the Village of Hanover Park Special Service Area Number Four requires to be raised by taxes for the current fiscal year and the Village Clerk of the Village of Hanover Park is hereby directed to file with the County Clerk of the County of Cook on or before the time required by law a certified copy of this Ordinance.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this    day of December, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this    day of December, 2013

\_\_\_\_\_  
Village President

ATTESTED, filed in my office  
This    day of December, 2013

\_\_\_\_\_  
Village Clerk

**ORDINANCE NO. O-13-**

**AN ORDINANCE AUTHORIZING THE LEVY AND ASSESSMENT  
OF TAXES FOR THE FISCAL YEAR ENDING APRIL 30, 2014  
IN AND FOR THE VILLAGE OF HANOVER PARK  
SPECIAL SERVICE AREA NUMBER FIVE**

**WHEREAS**, Ordinance O-05-58 entitled, "An Ordinance Establishing Special Service Area Number Five in the Village of Hanover Park, Illinois," was approved by the President and Board of Trustees on November 17, 2005; and

**WHEREAS**, Ordinance O-05-58 provides in Section 7 that the President and Board of Trustees may levy a direct annual tax not to exceed an annual rate of one and seven-tenths per cent (1.7%) of the assessed value, as equalized, of the taxable property in Special Service Area Number Five.

**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 there be and is hereby levied upon all taxable property in the Village of Hanover Park Special Service Area Number Five, subject to the taxation for the year 2013, the sum total of \$277,132 for the following purposes:

	<u>Amount Appropriated</u>	<u>Amount Levied</u>
Scavenger Services & Repairs	\$85,000	\$85,000
Improvements	<u>\$300,000</u>	<u>\$192,132</u>
Total amount to be levied by taxation for Special Service Area Number Five		<u>\$277,132</u>

**SECTION 2:** That the amount of two hundred seventy-seven thousand one hundred thirty-two dollars (\$277,132) ascertained as aforesaid, be and the same is hereby levied and assessed upon all property subject to taxation within the Village of Hanover Park Special Service Area Number Five according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

**SECTION 3:** That the tax levied herein is pursuant to provisions of Article VII, Section 6(a) and 6(l) of the Constitution of the State of Illinois, the Special Service Area Tax Law (35 ILCS 200/27-5 et seq.) and Ordinance O-05-58 establishing the Village of Hanover Park’s Special Service Area Number Five.

**SECTION 4:** That it is hereby certified to the County Clerk of DuPage County, Illinois the sum of aforesaid, which total amount the Village of Hanover Park Special Service Area Number Five requires to be raised by taxes for the current fiscal year and the Village Clerk of the Village of Hanover Park is hereby directed to file with the County Clerk of the County of DuPage on or before the time required by law a certified copy of this Ordinance.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this     day of December, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this     day of December, 2013

\_\_\_\_\_  
Village President

ATTESTED, filed in my office  
This   day of December, 2013

\_\_\_\_\_  
Village Clerk

**ORDINANCE NO. O 13-**

**AN ORDINANCE AUTHORIZING THE LEVY AND ASSESSMENT  
OF TAXES FOR THE FISCAL YEAR ENDING APRIL 30, 2014  
IN AND FOR THE VILLAGE OF HANOVER PARK  
SPECIAL SERVICE AREA NUMBER SIX**

**WHEREAS**, Ordinance O-09-44 entitled, “An Ordinance Establishing Special Service Area Number Six in the Village of Hanover Park, Cook County, Illinois,” was approved by the President and Board of Trustees on December 17, 2009; and

**WHEREAS**, Ordinance O-09-44 provides in Section 5 that the President and Board of Trustees may levy a direct annual tax not to exceed an annual rate of five and eighty-five-tenths per cent (5.85%) of the assessed value, as equalized, of the taxable property in Special Service Area Number Six.

**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 there be and is hereby levied upon all taxable property in the Village of Hanover Park Special Service Area Number Six, subject to the taxation for the year 2013, the sum total of \$77,013 for the following purposes:

	<u>Amount</u> <u>Appropriated</u>	<u>Amount</u> <u>Levied</u>
Contractual Services	\$ 37,000	\$37,000
Construction Costs	<u>\$64,207</u>	<u>\$40,013</u>
Total amount to be levied by taxation for Special Service Area Number Six		<u>\$77,013</u>

**SECTION 2:** That the amount of seventy-seven thousand, thirteen dollars (\$77,013) ascertained as aforesaid, be and the same is hereby levied and assessed upon all property subject to taxation within the Village of Hanover Park Special Service Area Number Six according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

**SECTION 3:** That the tax levied herein is pursuant to provisions of Article VII, Section 6(a) and 6(l) of the Constitution of the State of Illinois, the Special Service Area Tax Law (35 ILCS 200/27-5 et seq.) and Ordinance O-09-44 establishing the Village of Hanover Park’s Special Service Area Number Six.

**SECTION 4:** That it is hereby certified to the County Clerk of Cook County, Illinois the sum of aforesaid, which total amount the Village of Hanover Park Special Service Area Number Six requires to be raised by taxes for the current fiscal year and the Village Clerk of the Village of Hanover Park is hereby directed to file with the County Clerk of the County of Cook on or before the time required by law a certified copy of this Ordinance.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this     day of December, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this     day of December, 2013

\_\_\_\_\_  
Village President

ATTESTED, filed in my office  
This   day of December, 2013

\_\_\_\_\_  
Village Clerk


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
Rebekah Flakus, Finance Director  
David Webb, Chief of Police

**SUBJECT:** Ordinances establishing a system of administrative adjudication for vehicular and code violations

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

Staff requests the Board pass Ordinances establishing a system of administrative adjudication for vehicular and code violations established by the Hanover Park Municipal Code and increasing the maximum fine for unpaid tickets to \$250 dollars.

**Discussion**

The establishment of an administrative adjudication system will allow the Village to hold hearings for certain vehicular and code violations at Village Hall instead of sending violators into the Cook County Court system. This will make it more convenient and efficient for Village staff, as well as those who are requested to attend the hearing. Additionally, it will increase revenues to the Village, as the Village will no longer need to share fines and court costs with both Counties. Finally, establishing administrative adjudication will aid the Village's goal of gaining compliance.

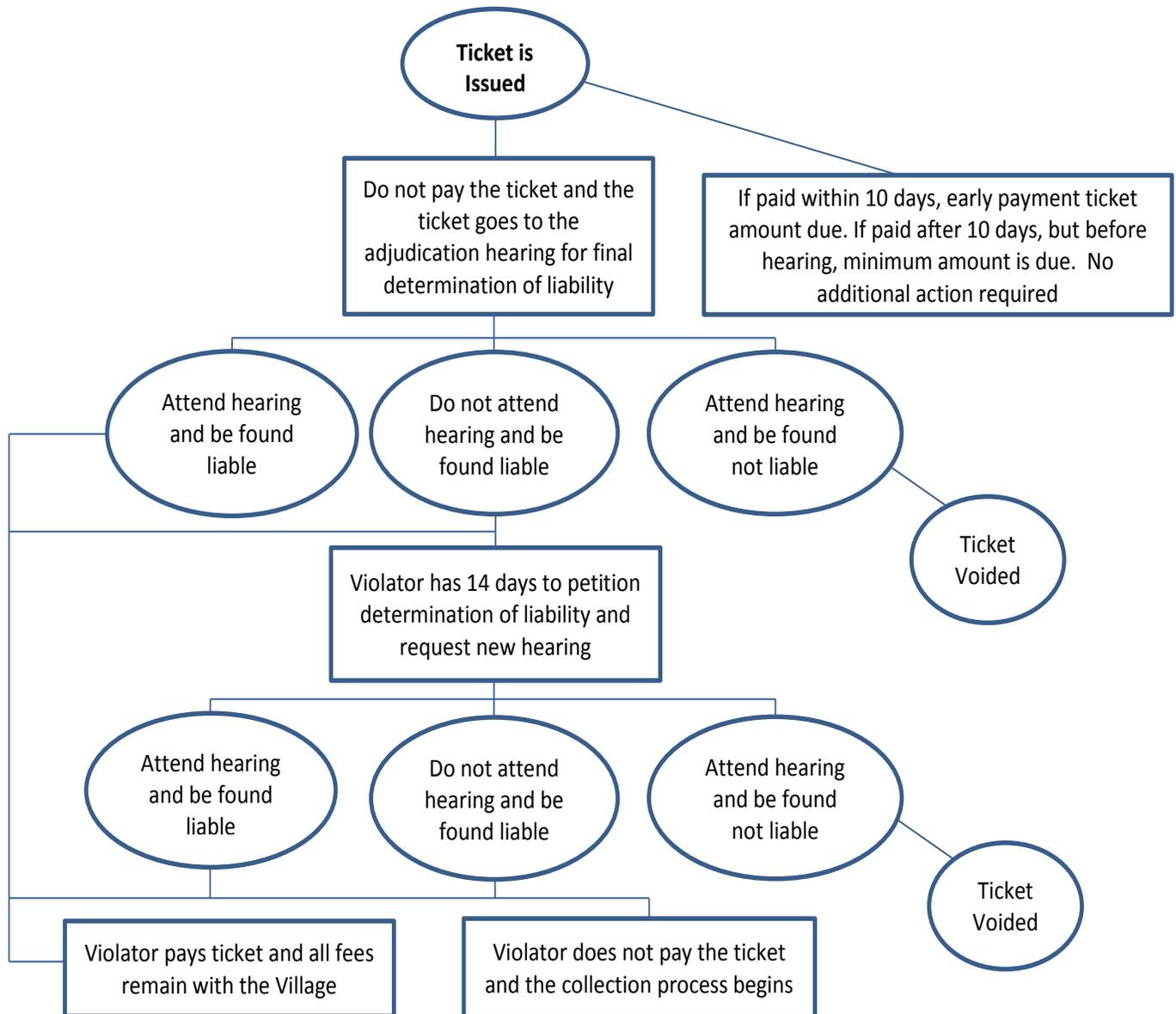
In order to begin the process of determining how the Village would implement the adjudication system, the Police Department and Finance Departments held a series of meetings to discuss the needs and roles of both departments. A representative of the adjudication software, DACRA, came to the Village and presented an overview of the software. Assistant Finance Director Nees attended adjudication hearings at the City of Elgin, and those already performed by the Village of Hanover Park for the Red Light and Tow Hearings. Research was performed on the adjudication systems of surrounding communities, including sending out a survey to various Villages and Cities and reviewing their ordinances.

After performing our research of adjudication systems and software programs, it was determined that the best way to proceed was to purchase the adjudication software and

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

necessary hardware. Once installed, staff can begin to be trained on the software and finalize our process for administering the adjudication system. Below is an outline of the adjudication process. Staff is strongly recommending employees be educated on adjudication and trained on the software before staff finalizes the adjudication process.



Research revealed that other municipalities have higher fees for late penalties. Increasing the fees for late penalties will help the Village to recoup the costs associated with late payments and operating a court room. While the minimum fine will increase, the amount the violator can pay within the first 10 days of issuance of the fine remains the same as the current rate. Roughly 45% of late notices are sent to non-residents. In addition, increasing these fines will bring the Village more in line with other Illinois suburban communities. See attached for a list of maximum standard parking ticket determination fines from other communities. The Village of Hanover Park’s current maximum for a standard starting ticket is \$100. It is recommended that this maximum be increased to \$250.

The Village has purchased the software to administer the system. The passage of these ordinances is the next step in implementing an administrative adjudication system. The system will be set up in stages beginning with vehicular tickets. Once the ordinances are passed, staff can finalize the software setup and begin to pilot the program in certain squad cars. Staff plans to fully implement administrative adjudication for vehicular tickets in the first quarter of 2014. The implementation of administrative adjudication for code violations will occur after the New World software has been implemented, sometime in the Fall of 2014.

### **Recommended Action**

Pass an Ordinance providing for Administrative Adjudication of Municipal Code Violations.

Pass an Ordinance providing for Administrative Adjudication of Vehicle Violations of the Hanover Park Municipal Code, As Authorized by 625 ILCS 5/11-208.3 and Also Increasing Penalties.

### **Attachments:**

- Ordinance Providing for Administrative Adjudication of Municipal Code Violations
- Ordinance Providing for Administrative Adjudication of Vehicle Violations of the Hanover Park Municipal Code and also increasing penalties
- Parking Violation Fines Survey Results

<b>Budgeted Item:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	N/A
<b>Budgeted Amount:</b>	\$N/A		
<b>Actual Cost:</b>	\$		
<b>Account Number:</b>			

**ORDINANCE NO. O-13-****AN ORDINANCE PROVIDING FOR ADMINISTRATIVE  
ADJUDICATION OF MUNICIPAL CODE VIOLATIONS**

**WHEREAS**, the General Assembly has provided in 65 ILCS 5/1-2.1-1 *et seq.* for Administrative Adjudication by municipalities that are home rule units and, in particular, provides as follows:

Any municipality may provide by ordinance for a system of administrative adjudication of municipal code violations to the extent permitted by the Illinois Constitution. A “system of administrative adjudication: means the adjudication of any violation of a municipal ordinance, except for (1) proceedings not within the statutory or home rule authority of municipalities; and (ii) any offense under the Illinois Vehicle Code or a similar offense that is a traffic regulation governing the movement of vehicles and except for any reportable offenses under Section 6-204 of the Illinois Vehicle Code. 65 ILCS 5/1-2.1-2.

and

**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 a new Article XVIII. - Administrative Adjudication, consisting of Sections 2-740 through 2-745 is hereby added to Chapter 2 of the Municipal Code of Hanover Park, as amended, to read as follows:

**ARTICLE XVIII. - ADMINISTRATIVE ADJUDICATION****Sec. 2-740. - Purpose—Scope—Adoption of rules and regulations.**

The purpose of the system of municipal code administrative adjudication of charges of municipal code violations is to provide a procedure and facility by which charges of certain municipal code violations can be administratively adjudicated without initial resort to the Circuit Court. The system of administrative adjudication of charges of municipal code violations for the Village is established pursuant to authority of 65 ILCS 5/1-2.1 through 5/1-2.1-10, and the Village's home rule powers, excluding, however, offenses under the Illinois Vehicle Code or similar offenses that are traffic regulations concerning moving violations and reported offenses under 625 ILCS 5/6-204.

**Sec. 2-741. - Jurisdiction.**

Those matters that shall be subject to municipal code administrative adjudication provided for under 65 ILCS 5/1-2.1-1 through 65 ILCS 5/1-2.1-10, are charges of violation of any provision of the Hanover Park Municipal Code, as amended, except matters not within the home rule authority of the Village, if applicable, and matters referred to the jurisdiction of Traffic Code Administrative Adjudication under Chapter 62 of the Hanover Park Municipal Code, as amended.

**Sec. 2-742. – Hearing Procedures nonexclusive.**

The provisions of this chapter shall not preclude the Village from using other methods or proceedings to enforce the ordinances of the Village, including, but not limited to, the institution of any action in the Circuit Court of Cook County, Illinois or any administrative proceeding.

**Sec. 2-743. – Code Hearing Unit.**

The system of administrative adjudication of municipal code violations shall be composed of a code hearing unit which shall be a separate unit/division in the Village government, which shall be comprised of: a hearing officer appointed by the Village President upon review and recommendation of the Village Manager, with the advise and consent of the Village Board; and an administrator, a computer operator, and any other duly administratively appointed person or persons deemed necessary for the efficient administration of the code hearing unit with the following powers, duties, authority and limitations:

- A. The system of administrative adjudication shall provide for a Hearing Officer who shall preside over the adjudication hearing, determine whether an ordinance violation is found, and who shall be empowered and is hereby authorized and directed to:
  - 1. Hear testimony and accept evidence that is relevant to the existence of the code violation;
  - 2. Issue subpoenas directing witnesses to appear and give relevant testimony at the hearing, upon the request of the parties or their representatives;
  - 3. Preserve and authenticate the record of the hearing, including all exhibits and evidence introduced at the hearing

4. Issue a determination, based on the evidence presented at the hearing, of whether a code violation occurred or exists. The administrative hearing officer's determination shall be in writing and include a written finding of fact, decision, and order including the fine, penalty, or other action with which the defendant must comply.
  5. Impose penalties consistent with applicable Village Code provisions and assess costs upon finding a party liable for the charged violation, except, however, that in no event shall the administrative hearing officer have authority to (i) impose a penalty of incarceration; or (ii) impose a fine in excess of \$50,000.00. The maximum monetary fine under this item shall be exclusive of costs of enforcement or costs incurred by the Village to secure compliance with the Village's ordinances and shall not be applicable to cases to enforce the collection of any tax imposed and collected by the Village.
- B. Prior to conducting administrative adjudication hearings, the administrative hearing officers shall have successfully completed a formal training program which includes the following:
1. Instruction on the rules of procedure of the administrative hearings which they will conduct;
  2. Orientation to each subject area of the code violations that they will adjudicate;
  3. Observation of administrative hearings; and
  4. Participation in hypothetical cases, including ruling on evidence and issuing final orders.

A hearing officer must be an attorney, licensed to practice law in the State of Illinois for at least three (3) years.

**Sec. 2-744. - Procedure.**

- A. A proceeding before an administrative hearing officer shall be instituted upon the filing of a written sworn pleading or complaint by any authorized official of the Village, including police officers, code enforcement officers, inspectional service personnel and such other employees as may be authorized by the Village Manager.
- B. Parties shall be served with notice in a manner reasonably calculated to give them actual notice, including, as appropriate, personal service notice upon a party or its employees or agents; service by first class mail with proper prepaid postage at a

party's last known business or residence address; or notice that is posted upon the property where the alleged violation is found when the party is the owner or manager of the property. Specifically, the violation notice shall contain:

1. The name and address of the party violating the ordinance, if known.
2. The date, time and place of the violation (date of issuance).
3. The type and nature of the ordinance violated.
4. Vehicle make and state registration number (if applicable).
5. The penalty which may be assessed for failure to appear.
6. If known, the names of witnesses of the violation.
7. The signature and identification number of the person issuing the notice.
8. The date and location of the adjudicating hearing of ordinance violations, if applicable, the legal authority and jurisdiction under which the hearing is to be held, and the penalties for failure to appear at the hearing.
9. The date of the hearing shall not be less than fifteen (15) days after the violation is reported.

- C. Parties shall be given notice of the adjudicatory hearing by parties authorized to issue violation notices which includes the type and nature of the code violation to be adjudicated, the date and location of the adjudicatory hearing, the legal authority and jurisdiction under which the hearing is to be held, and the penalties for failure to appear at the hearing. Specifically, service shall be as follows:

Service of any violation notice shall be made by the person issuing such notice:

1. In the case of violation of the Hanover Park Motor Vehicle Code, service shall be made by:
  - a. Affixing the original or a facsimile of the notice to an unlawfully standing or parked vehicle, un-stickered vehicle; or vehicle violating any compliance regulation;
  - b. Handling the notice to the registered owner, operator, or lessee of the vehicle, if present; or

- c. Mailing the notice by first class mail, postage prepaid, to the person responsible for the ordinance violation, along with a summons commanding the individual to appear at the hearing.
2. In the case of violation of the building code, service shall be made by:
    - a. First class mail, postage prepaid, on the owner of the structure, along with a summons commanding the owner to appear at the hearing;
    - b. If the name of the owner of the structure cannot be ascertained or if service on the owner cannot be made by mail, service may be made on the owner by posting or securely affixing a copy of the notice on the front door of the structure where the violation is found, not less than fifteen (15) days before the hearing is scheduled.
  3. In the case of any ordinance violation other than a violation of the Hanover Park Motor Vehicle Code or Building Code, service shall be made by personal service of a notice to appear or summons or by mailing the notice by first class mail, postage prepaid, to the person responsible for the ordinance violation, along with a summons commanding the individual to appear at the hearing.

The correctness of facts contained in any violation notice shall be verified by the person issuing said notice by:

1. Signing his/her name to the notice at the time of issuance; or
2. In the case of a notice produced by a computer device, by signing a single certificate, to be kept by the ordinance enforcement administrator, attesting to the correctness of all notices produced by the device while under his or her control.

The original or a facsimile of the violation notice shall be retained by the ordinance enforcement administrator and kept as a record in the ordinary course of business.

Any violation notice issued, signed and served in accordance herewith, or a copy of the notice, shall be prima facie correct and shall be prima facie evidence of the correctness of the facts shown on the notice.

- D. Parties shall be provided with an opportunity for a hearing during which they may be represented by counsel, present witnesses, and cross-examine opposing witnesses. Parties may request the hearing officer to issue subpoenas to direct the attendance and testimony of relevant witnesses and the production of relevant documents. Hearings shall be scheduled with reasonable promptness, provided that for hearings scheduled in all non-emergency situations, if requested by the respondent, the respondent shall have at least the time prescribed by relevant ordinance or at least 15 days after service of notice to prepare for the hearing. For purposes of this subsection, "non-emergency situation" means any situation that does not reasonably constitute a threat to the public interest, safety, or welfare. If service is provided by first class mail, the 15-day period shall begin to run on the date that the notice is deposited in the mail. Specifically:
1. An administrative hearing shall be granted for the following: To adjudicate any alleged ordinance violation on its merits.
  2. No continuances shall be authorized by the hearing officer at the hearing except where absolutely necessary to protect the rights of the individual. Lack of reasonable preparation does not constitute cause for a continuance. Unless agreed to by the parties or by the existence of extenuating circumstances, no continuance should be granted for more than thirty-five (35) days.
  3. All administrative hearings shall be recorded and shall culminate in a determination of liability or non-liability, made by the hearing officer, who shall consider facts and/or testimony without the application of the formal or technical rules of evidence. Evidence including hearsay, may be admitted only if it is of a type commonly relied upon by reasonable prudent persons in the conduct of their affairs.
  4. The hearing officer shall, upon a determination of liability, assess fines and penalties in accordance with the ordinances of the Village and this Code. Additionally, upon finding a party liable for the charged violation, costs in the amount of \$100 shall be assessed against said party. Persons appearing to contest the alleged violation on its merits may be represented

by counsel at their own expense. A proper notice of violation establishes the prima facie case set forth in the verified notice of violation.

- E. Rules of evidence. The formal and technical rules of evidence do not apply in an adjudicatory hearing provided for hereunder. Evidence may be admitted so long as it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs. Hearsay may be admitted if more reliable evidence is not available, and if in the end the hearing officer's finding is supported by the kind of evidence on which reasonable people are accustomed to rely in serious affairs.
- F. Any final decision by an administrative hearing officer that a code violation does or does not exist shall constitute a final determination for purposes of judicial review and shall be subject to review under the Illinois Administrative Review Law. 735 ILCS 5/3-101 *et seq.*

**Sec. 2-745. – Enforcement of Judgment / Late Penalty / Collection.**

- A. Any fine, debt, other sanction, or costs imposed, or part of any fine, other sanction, or costs imposed, remaining unpaid after the exhaustion of or the failure to exhaust judicial review procedures under the Illinois Administrative Review Law are a debt due and owing the Village and may be collected in accordance with applicable law. A late penalty for failure to pay the fine, debt, or costs is automatically imposed on adjudicated violators who fail to pay their fine, debt, or costs within twenty-five (25) days after the exhaustion or failure to exhaust judicial review procedures and may also be collected in accordance with applicable law. Unless the late payment is specified in another provision of this Code pertaining to a specific violation, the late payment penalty shall be the greater of \$100 or an additional 25% for each year or fraction thereof that the fine, debt, or costs remain unpaid. Any cost incurred by a collection agency or attorney shall also be added to the fine, penalty and costs.
- B. After expiration of the period in which judicial review under the Illinois Administrative Review Law may be sought for a final determination of a code violation, unless stayed by a court of competent jurisdiction, the findings, decision and order of the hearing officer may be enforced in the same manner as a judgment entered by a court of competent jurisdiction.
- C. In any case in which a respondent has failed to comply with a judgment ordering a respondent to correct a code violation or imposing any fine or other sanction as a result of a code violation, any expenses incurred by the Village to enforce the judgment, including, but not limited to, attorney's fees, court costs, and costs related to property demolition or foreclosure, after they are fixed by the hearing officer, shall be a debt due and owing the Village and may be collected in accordance with applicable law. Prior to any expenses being fixed by a hearing

officer pursuant to this subsection, the Village shall provide notice to the respondent that states the respondent shall appear at a hearing before the administrative hearing officer to determine whether the respondent has failed to comply with the judgment. The notice shall set the date for such a hearing, which shall not be less than seven days from the date that the notice is served. If notice is served by mail, the seven-day period shall begin to run on the date the notice was deposited in the mail.

- D. Upon being recorded in the manner required by Article XII of the Code of Civil Procedure or by the Uniform Commercial Code, a lien shall be imposed in the real estate or personal estate, or both, of the respondent in the amount of any debt due and owing the Village under this Section. The lien may be enforced in the same manner as judgment lien pursuant to a judgment of a court of competent jurisdiction.
- E. Except as provided in Chapter 62, the hearing officer may set aside any judgment entered by default and set a new hearing date, upon a petition filed within 21 days after the issuance of the order of default, if the hearing officer determines that the petitioner's failure to appear at the hearing was for good cause or at any time if the petitioner establishes that the Village did not provide proper service of notice or process. If any judgment is set aside pursuant to this subsection, the hearing officer shall have authority to enter an order extinguishing any lien which has been recorded for any debt due and owing the Village as a result of the vacated default judgment.

**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, sections, subsections, and paragraphs of the Municipal Code of Hanover Park shall remain in full force and effect.

**SECTION 4:** This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner required by law.

**SECTION 5:** That the Village Clerk be and is hereby directed to publish this ordinance in pamphlet form.

ADOPTED this day of , 2013 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this day of , 2013

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Rodney S. Craig  
Village President

ATTESTED, filed in my office, and  
published in pamphlet form this  
day of , 2013

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Eira Corral, Village Clerk

**ORDINANCE NO. O-13-****AN ORDINANCE PROVIDING FOR ADMINISTRATIVE ADJUDICATION OF VEHICLE VIOLATIONS OF THE HANOVER PARK MUNICIPAL CODE, AS AUTHORIZED BY 625 ILCS 5/11-208.3 AND ALSO INCREASING PENALTIES**

**WHEREAS**, 625 ILCS 5/11-208.3 provides for the Administrative Adjudication by municipalities of violations of traffic regulations concerning specified violations; and

**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 Sections 62-17-100 and 62-17-104 of Chapter 62 of the Municipal Code of Hanover Park, as amended, be and they are hereby amended to read as follows:

\* \* \* \* \*

**Sec. 62-17-100. - Penalties generally.**

Unless another penalty is specifically provided by this Code for violation of any particular section or chapter, any person convicted of an offense under this chapter shall be punished by a fine of not less than 50.00 nor more than \$500.00. A person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of this chapter is committed, continued or permitted by any such person, provided, that the filing of such civil action, whether in the Circuit Court or by administrative adjudication, shall preclude incarceration or imprisonment.

\* \* \* \* \*

**Sec. 62-17-104. - Same—Parking violations; early payment; authorization and procedure.**

The following procedure regarding early payment of parking violations is hereby authorized:

- A. Except as provided for in B. below, any owner or operator who is issued a complaint for a violation of division 2 of article XI, "Stopping, Standing and Parking," of this Code may settle and compromise that complaint after notice of violation by paying a reduced early payment of \$30.00 for the violation to

the Village on or before ten days after the date of issuance, not counting the date of issuance. Payments received by mail shall be credited as paid on the date received by the Village.

- B. Any owner or operator who is issued a complaint for a violation of the following sections of this Code may early pay that complaint by paying to the Village after notice of violation on or before ten days after the date of issuance not counting the date of issuance the early payment amount in column A. Payments received by mail shall be credited as paid on the date received by Village. The following table provides the minimum (Column B) and maximum (Column C) fines.

<i>Offense</i>	<i>A</i> <i>Reduced Early Payment Amount</i>	<i>B</i> <i>Minimum Fine</i>	<i>C</i> <i>Maximum Fine</i>
<u>62-11-1323</u>	\$30.00	\$50.00	\$250.00
62-11-1326	30.00	50.00	250.00
<u>62-11-1330</u>	30.00	50.00	250.00
110-6.2.4e	30.00	50.00	250.00
62-11-1325(a)	50.00	75.00	250.00
62-11-1325(c)	50.00	75.00	250.00
<u>62-11-1331</u>	100.00	150.00	250.00
62-11-1337(2)	250.00	250.00	250.00

Any costs incurred by a collection agency or attorney in collecting the fine after adjudication shall be added to the fine.

\* \* \* \* \*

**SECTION 2:** That Section 62-17-108(c) of Chapter 62 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

**Sec. 62-17-108. - Immobilization of vehicle for violations.**

\* \* \* \* \*

- (c) The owner of such immobilized vehicle, or other authorized person, shall be permitted to secure release of the vehicle upon:
  - (1) The depositing of the bond for his appearance in the circuit court to answer for each violation not subject to the process of administrative adjudication; or
  - (2) Depositing the amount of the fine or penalty for each violation for which there is an outstanding or otherwise unsettled traffic violation notice or warrant; and
  - (3) The payment of the fees as required by subsection (e) of this section.

The owner of an immobilized vehicle, or other authorized person, shall have the right to a post-immobilization hearing to determine the validity of such immobilization, towing and any towing or storage charges. Such hearing must be requested within 15 days after the vehicle is immobilized. The post-immobilization hearing shall not be determinative of or adjudicate any citation issued relative to any immobilized vehicle.

\* \* \* \* \*

**SECTION 3:** That a new Article XX. - ADMINISTRATIVE ADJUDICATION OF TRAFFIC VIOLATIONS, consisting of Sections 62-20-001 through 62-20-012 is hereby added to Chapter 62 of the Municipal Code of Hanover Park, as amended, to read as follows:

**ARTICLE XX. - ADMINISTRATIVE ADJUDICATION OF TRAFFIC VIOLATIONS**

**Sec. 62-20-001. - Purpose—Scope—Adoption of rules and regulations.**

- A. The purpose of this Article is to provide for the administrative adjudication of vehicular violations of the Hanover Park Municipal Code, automated traffic law violations pursuant to Chapter 62, Article XIX of this Code, and defining compliance violations, and regulating vehicular standing and parking within the Village and to establish a fair and efficient system for the enforcement of certain provisions of Chapter 62 of the Hanover

Park Municipal Code. The traffic administrative adjudication system set forth in this Chapter is established pursuant to 625 ILCS 5/11-208.3, and the home rule power of the Village of Hanover Park.

- B. For the purpose of this Article, "compliance violation" means a violation of a municipal regulation governing the condition or use of equipment on a vehicle.

**Sec. 62-20-002. - Appointment—Administrative adjudication traffic compliance administrator(s).**

The appointed Administrative Adjudication Traffic Compliance Administrator shall be administratively appointed and shall:

- A. Operate and manage the system of administrative adjudication of automated traffic law violations, vehicular standing, parking, conditions of vehicles, and compliance violations;
- B. Adopt, distribute and process automated traffic law violations, parking and compliance violation notices, and other notices required by this section or law, collect money paid as fines and penalties for violations of parking and compliance ordinances;
- C. Establish procedures necessary for the prompt, fair and efficient operation of the administrative adjudication system;
- D. Certify copies of the final determinations of violations liability and factual reports, verifying that the final determination of violating liability was issued in accordance with this division and 625 ILCS 5/11-208.3;
- E. Certify reports to the Secretary of State concerning initiation of suspension of driver's licenses in accordance with the provisions of the Article and 625 ILCS 5/6-306.5; and
- F. Promulgate rules and regulations pertaining to the hearing process, the content of forms and procedures, and the daily operation of the administrative adjudication of automated traffic law violations, parking and compliance violations ~~program~~.

**Sec. 62-20-003. - Appointment—Hearing officer.**

- A. The system of administrative adjudication shall have a Hearing Officer who shall be the same hearing officer as provided for in Section 2-743 of Chapter 2 of this Code, and shall be empowered and is hereby authorized and directed to:
  - 1. Preside over the administrative hearings established herein, as the adjudicator;
  - 2. Administer oaths;

3. Issue subpoenas to secure the attendance of witnesses and production of relevant papers or documentation;
4. Hear testimony and accept evidence that is relevant to the existence of the code violation;
5. Assess fines and penalties for violations as established in the Village Code;
6. Make final determinations of violation liability;
7. Provide for the accurate recordation of the traffic administrative adjudication system.

**Sec. 62-20-004. - Schedule of fines and penalties.**

The violation of any provision of the traffic code prohibiting or restricting vehicular standing or parking, establishing a compliance violation, or an automated traffic law violation, shall be a civil offense punishable by fine only, as listed in this Section 62-20 and in other provisions of Chapter 62 of the Hanover Park Municipal Code provided no single fine shall exceed \$500 for an offense. Further, as to the automated traffic law enforcement system, Section 62-19-001 et seq., no additional fee shall be charged to the alleged violator for exercising his or her right to an administrative hearing and persons shall be given at least twenty-five (25) days following an administrative hearing to pay any civil penalty imposed by a finding that Section 11-208.6, 11-208.9, or 11-1201.1 of the Illinois Vehicle Code or similar ordinance has been violated. A late payment penalty for failure to pay the adjudicated fine is automatically imposed on violators who fail to pay their fine within twenty-five (25) days of the issuance of the determination of liability. The late payment penalty shall be \$100. Provided, however, that the total amount of the fine and penalty for vehicular standing, parking, compliance or automatic traffic law regulations shall not exceed \$250 except as provided in subsection (c) of Section 11-1301.3 of the Illinois Motor Vehicle Code.

**Sec. 62-20-005. - Prima facie responsibility for violation and penalty—Parking violation issuance and removal.**

- A. Whenever any vehicle exhibits a compliance violation or is parked in violation of any provision of the traffic code prohibiting or restricting vehicular parking or standing, any person in whose name the vehicle is registered with the Secretary of State of Illinois or such other state's registry of motor vehicles shall be prima facie responsible for the violation and subject to the penalty therefore. The Village and the issuer of the notice shall accurately record the state registration number of the ticketed vehicle.
- B. Whenever any vehicle exhibits a compliance violation during operation or is parked in violation of any provision of the traffic code prohibiting or restricting vehicular parking or standing or regulating the condition of a parked or standing vehicle, any police officer, community service officer, or other person designated by the Police Chief or

Village Manager observing such violation may issue a parking or compliance violating notice, as provided for in the Hanover Park Municipal Code and serve the notice on the owner of the vehicle by handing it to the operator of the vehicle, if he/she is present, or by affixing it or a facsimile to the vehicle in a conspicuous place.

- C. The issuer of the notice shall specify on the notice his identification number, the particular parking or compliance ordinance allegedly violated, the make and state registration number of the cited vehicle, and the place, date and time of the alleged violation, the fine that may be assessed, and any late payment penalty, and shall certify the correctness of the facts entered on the violation notice by signing his or her name to the notice at the time of service or, in the case of a notice produced by a computer device, by signing a single certificate to be kept by the traffic compliance administrator attesting to the correctness of all notices produced by the device while it is under his or her control.
- D. The notice shall state that vehicle immobilization and driver's license suspension (if applicable) may be imposed if the fine is not paid in full, that payment of the indicated fine shall operate as a final disposition of the violation, and information as to the availability of an administrative hearing in which the violation may be contested on its merits and the time and manner in which such hearing may be had.
- E. It shall be unlawful for any person, other than the owner of the vehicle or his designee, to remove from a vehicle a parking or compliance violation notice affixed pursuant to this Article.

**Sec. 62-20-006. - Grounds for administrative hearing.**

- A. A person charged with a parking or compliance violation may contest the merits of the alleged charge at any administrative hearing limited to one or more of the following grounds with appropriate evidence to support:
  - 1. That the respondent was not the owner or lessee of the cited vehicle at the time of the violation;
  - 2. That the cited vehicle or its state registration plates were stolen at the time the violation occurred;
  - 3. That the facts alleged in the parking or compliance violation notice are inconsistent or do not support a finding that the specified code section was violated;
  - 4. That the illegal condition described in the compliance violation did not exist at the time the notice was issued.

**Sec. 62-20-007. - Second notice.**

- A. A second notice of the violation referenced in a parking ticket, hereinafter referred to in this chapter as the "second notice of violation," shall be provided to the registered owner of the vehicle as shown upon the records of the Secretary of State of Illinois or, in the case of a ticket issued to a vehicle subject to a written lease as described in Section 62-20-013, to the lessee of said vehicle.
- B. A second notice of violation shall, at a minimum, include the following information:
1. The particular parking or standing ordinance violated;
  2. The make and state registration number of the cited vehicle;
  3. The location, date, time and nature of the alleged violation;
  4. The fine;
  5. A statement that the failure either to pay the indicated fine(s) and any applicable penalties, or to appear at a hearing on the merits in the time and manner specified, will result in a final determination of violation liability for the cited violation in the amount of the fine and penalties indicated;
  6. A statement that, upon the occurrence of a final determination of violation liability for the failure, and the exhaustion of, or failure to exhaust, available administrative or judicial procedures for review, any unpaid fine or penalty will constitute a debt due and owing the Village;
  7. The date, time and place of the hearing at which the violation may be contested on its merits.
- C. Service of notice:

Service of notice shall be accomplished by either delivering said notice in person to the registered owner of the cited vehicle as last recorded with the Secretary of State or, if issued pursuant to Section 62-20-013, to the lessee of the cited vehicle, or by first class mail, postage prepaid, to the address of the registered owner as last recorded with the Secretary of State or the last address known to the lessor of the cited vehicle at the time of the lease. If any notice is returned as undeliverable, notice

shall be sent to the last known address recorded in the United States Post Office approved database. Service shall be deemed complete as of the date it is deposited in the United States mail.

**Sec. 62-20-008 - Hearing procedure.**

- A. The respondent may appear pro se or, at his own expense by an attorney.
- B. The formal and technical rules of evidence shall not apply in the conduct of the hearing.
- C. All testimony shall be given under oath or affirmation, which shall be administered by the hearing officer. The hearing officer may issue subpoenas to secure the attendance and testimony of witnesses and the production of relevant documents; provided, however, that a respondent who appears by an attorney shall not be compelled to attend the hearing and may submit his testimony, if any, by affidavit. In addition, witnesses who have not been subpoenaed to attend the hearing may submit their testimony, if any, by affidavit.
- D. No violation may be established except upon proof by a preponderance of the evidence; provided, however, that a parking or compliance violation notice, or a copy thereof, issued and signed in accordance with this Article shall be prima facie evidence of the correctness of the facts specified therein, or in the case of a computer generated record derived from the data stored by said computerized device, and the burden shall be on the alleged violator to overcome the prima facie evidence.
- E. The hearing officer may, on a showing of good cause, grant one continuance to a date certain.
- F. The Village Traffic Compliance Administrator(s) shall cause the hearing to be recorded.

**Sec. 62-20-009. - Hearing—Determination of liability or of no liability—Petition to set aside.**

- A. Upon conclusion of a hearing under this Article, the hearing officer shall issue a written finding of determination of no liability, or of liability and the amount of the fine, for the relevant violation as provided in the Hanover Park Municipal Code. The finding shall be a final order for the purpose of the Illinois Review Law.
- B. If a person fails to respond to the violation notice and opportunity for the administrative hearing and fails to appear, a determination of liability shall be entered against the respondent pursuant to this Article. Such determination shall become

final for purposes of judicial review under the Administrative Review Law of Illinois unless, within 14 days from the default order and issuance of a determination of liability pursuant to this paragraph B., the person against whom the determination was entered petitions the Administrator by submitting a written request to the Village Traffic Compliance Administrator(s) to set aside the determination, provided, however, the grounds for the petition shall be limited to:

- (1) The person not having been the owner or lessee of the cited vehicle on the date the parking violation notice was first issued;
- (2) The person having already paid the fine or penalty for the parking violation in question; or
- (3) Excusable failure to appear at or request a new date for a hearing. The Village Traffic Compliance Administrator(s) shall set a hearing date and provide written notice of that date to the Petitioner.

The Traffic Compliance Administrator(s) shall act upon the petition timely filed and render a decision thereon within 14 days of the file date. Upon the decision of the Traffic Compliance Administrator(s), if a petition was filed seeking his or her determination, the decision and that of the hearing officer shall be a final order for the purpose of the Illinois Review Law.

**Sec. 62-20-0010. - Final determination.**

- A. Final determination of violation liability shall occur following failure to pay the fine and/or penalty after a hearing officer's determination of violation liability, and the exhaustion of or failure to exhaust any administrative review procedures.

**Sec. 62-20-011. - Notice of final determination.**

- A. If any fine or penalty is owing and unpaid after a determination of liability under this Code has become final, and the respondent has exhausted or failed to exhaust judicial procedures for review, the Village Traffic Compliance Administrator(s) shall cause a Notice of Final Determination of liability to be sent to the respondent in accordance with this Section. Service of notice shall be in the same manner as provided for in Section 62-20-007 C.
- B. Any fine and penalty, if applicable, remaining unpaid after the notice of final determination of liability is sent shall constitute a debt due and owing the Village which may be enforced in any legal manner consistent with 625 ILCS 5/11-208.3 and Sections 62-17-108 to 62-17-109 of the Village of Hanover Park Municipal Code. Failure of the respondent to pay such fine or penalty may result as applicable: (1) the immobilization and/or towing of the person's vehicle for failure to pay fines or penalties for five or more parking or compliance violations; and (2) the suspension of

the person's driver's license for failure to pay fines or penalties for ten or more parking violations.

**Sec. 62-20-012. - Nonresident procedures.**

- A. Nonresidents of the village who have been served vehicular standing, parking, or compliance regulation violation notices may contest the alleged violation on its merits in person or may contest the validity without personally appearing at an administrative hearing by:
- (1) Completing, in full, the "nonresident request for hearing" form;
  - (2) Signing the non-resident request for hearing in the space specified in the violation notice, and acknowledging that their personal appearance is waived and that they submit to an adjudication based upon the statement filed by them and the facts contained in the violation notice; and
  - (3) Filing the "nonresident request for hearing" fully completed with the Traffic Compliance Administrator postmarked within 10 days of issuance of the violation notice. The request shall be deemed filed upon receipt by the Traffic Compliance Administrator.
- B. The hearing officer shall make an adjudication based upon a review of the facts set forth in the "nonresident request for hearing" filed by the non-resident as well as the factual allegations contained in the violation notice.
- (1) Notice of the hearing officer's determination shall be served upon the nonresident by first class mail, postage prepaid, addressed to the nonresident at the address set forth in the statement of facts submitted and service of the notice shall be complete on the date the notice is placed in the United States mail.
  - (2) All other provisions of this Section shall apply equally to residents and nonresidents.

**Sec. 62-20-013. - Lessor of vehicle not liable for violations—When.**

- A. In accordance with Section 11-1305 of the Illinois Vehicle Code, no person who is the lessor of a vehicle pursuant to a written lease agreement shall be liable for a violation of any standing or parking regulation of this Chapter involving such vehicle during the period of the lease if upon receipt of a notice of violation sent with 120 days of the violation, he shall, within 60 days thereafter, provide to the Village Traffic Compliance Administrator the name and address of the lessee.
- B. Upon receipt of a lessor's notification of the name and address of his lessee, provided pursuant to Sections 11-1305 or 11-1306 of the Illinois Vehicle Code, the

Village Traffic Compliance Administrator(s) shall cause a notice of violation to be sent to the lessee as provided for in this Article.

**SECTION 4:** 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 5:** That except as to the amendments heretofore mentioned, all chapters, sections, subsections, and paragraphs of the Municipal Code of Hanover Park shall remain in full force and effect.

**SECTION 6:** This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner required by law.

**SECTION 7:** That the Village Clerk be and is hereby directed to publish this ordinance in pamphlet form.

ADOPTED this    day of                    , 2013 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this    day of                    , 2013

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

ATTESTED, filed in my office, and published in pamphlet form this day of                    , 2013

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

**Parking Violation Fines**

6-A.11

<b>Municipality</b>	<b>Maximum Fine</b>	<b>Municipality</b>	<b>Maximum Fine</b>
ADDISON	\$250	PALOS HEIGHTS	\$250
ALSIP	\$250	PARK FOREST	\$250
AURORA	\$120	PEKIN	\$95
BEDFORD PARK	\$250	POSEN	\$250
BELLWOOD	\$250	RIGHTON PARK	\$250
BENSENVILLE	\$250	RIVERDALE	\$250
BLUE ISLAND	\$250	RIVERSIDE	\$250
BRIDGEVIEW	\$250	ROUND LAKE BEACH	\$125
BROADVIEW	\$250	SAUK VILLAGE	\$250
BURBANK	\$250	S. CHICAGO HEIGHTS	\$250
BURNHAM	\$250	SOUTH HOLLAND	\$250
CALUMET CITY	\$250	STEGER	\$250
CALUMET PARK	\$250	SUMMIT	\$250
CHICAGO HEIGHTS	\$150	TINLEY PARK	\$250
CHICAGO RIDGE	\$250	UNIVERSITY PARK	\$250
COUNTRY CLUB HILLS	\$250	VERNON HILLS	\$100
CRESTWOOD	\$250	WARRENVILLE	\$250
CRETE	\$250	WESTERN SPRINGS	\$250
DOLTON	\$250	WHEELING	\$125
EAST HAZEL CREST	\$250	WILLOW SPRINGS	\$250
FOREST PARK	\$150	WORTH	\$250
FLOSSMOOR	\$250	ZION	\$135
GLENWOOD	\$250		
HARVEY	\$250		
HARWOOD HEIGHTS	\$250		
HAZEL CREST	\$250		
HICKORY HILLS	\$250		
HILLSIDE	\$250		
HOMETOWN	\$250		
HOMEWOOD	\$150		
JUSTICE	\$250		
LANSING	\$250		
LEMONT	\$250		
LIBERTYVILLE	\$100		
LYNWOOD	\$250		
LYONS	\$120		
MATTESON	\$250		
MIDLOTHIAN	\$250		
MOKENA	\$250		
MOMENCE	\$250		
MUNDELEIN	\$55		
NEW LENOX	\$250		
NORTHLAKE	\$250		
OAK FOREST	\$250		
OLYMPIA FIELDS	\$250		
ORLAND HILLS	\$250		
ORLAND PARK	\$250		
PALOS HILLS	\$250		



**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager  
David Webb, Chief of Police

**SUBJECT:** An Ordinance Amending The Hanover Park Municipal Code, Section 62-11-1303(b) – No Stopping, Standing, and Parking.

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Executive Summary**

The Police Department is requesting Board approval to amend the Municipal Code of the Village of Hanover Park, Ordinance # 62-11-1303(b), No Stopping, Standing, and Parking. A residence on Laurie Lane has had a constant problem with vehicles parking and blocking the driveway between 8:00 am and 3:30 pm, while school is in session. Staff has identified this as a point of traffic congestion that negatively effects the flow of the traffic on Laurie Lane during the morning/afternoon student drop off/pick up.

**Although already approved, the Ordinance is being brought back to the Board due to an error found in the original Ordinance presented to the Board at the meeting. The error made the actual location incorrect.**

**Discussion**

During the school year, numerous vehicles drop off children at Einstein School, located at 1100 Laurie Lane, in the morning between 8:00-8:40 am, and when picking them up in the afternoon between 3:00-3:30 pm. When this occurs, several vehicles will park and block the driveway of a residence on Laurie Lane. A resident has had numerous problems entering and exiting the driveway at drop off and pick up times due to the vehicles blocking the driveway. Currently there is a parking “stop and drop” in front of 1180 Carrolton Ct which has caused backups and congestion in the flow of traffic. Staff is recommending making this a No Stopping, Standing, and Parking area.

The Police Department has taken enforcement action related to this problem on numerous occasions since the issue was brought to its attention in August of 2012. The enforcement action taken by the Police Department has reduced the problem to a great degree, but numerous vehicles are still blocking the driveway of this residence each week while children are attending Einstein School. Staff has identified this as a point of traffic

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

congestion that negatively effects the flow of the traffic on Laurie Lane during the morning/afternoon student drop off/pick up.

The Police Department is requesting Board approval to amend the Municipal Code of the Village of Hanover Park, Ordinance # 62-11-1303(b), No Stopping Standing, and Parking beginning at the west side of the west entrance driveway of Einstein School, located at 1100 Laurie Lane, to 200 feet west to the southwest corner of Laurie Lane and Carrolton Court South between 8:00 am & 4:00 pm, when children are present at school.

The Police Department will monitor the flow of traffic following the implementation of this ordinance to evaluate its effectiveness.

The issue was discussed at the October 9, 2013 Development Review Commission (DRC) meeting and the committee recommended amending the No Stopping, Standing, and Parking ordinance. The issue was also discussed at the Board Workshop on October 24, 2013, and a recommendation was made by the Village Board to put the amended ordinance on the November 7, 2013 Board meeting agenda for approval. The Ordinance was approved at that November 7 meeting.

### **Recommended Action**

Move to amend the Municipal Code of Hanover Park Ordinance # 62-11-1303(b), No Stopping, Standing, and Parking at the west side of the west driveway entrance of Einstein School, located at 1100 Laurie Lane, to 200 feet west to the south west corner of Laurie Lane and Carrolton Court South.

**Attachments:** Amended Ordinance

**Budgeted Item:** \_\_\_ Yes \_\_\_ No N/A  
**Budgeted Amount:**  
**Actual Cost:**

**ORDINANCE NO. O-13-**

**AN ORDINANCE AMENDING SECTION 62-11-1303(b) OF CHAPTER 62 OF THE MUNICIPAL CODE OF HANOVER PARK BY PROHIBITING PARKING ON A PORTION LAURIE LANE**

**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 62-11-1303(b) of Chapter 62 of the Municipal Code of Hanover Park, be amended by adding to the no parking regulations the following:

“Laurie Lane on the south side thereof from the western entrance driveway of Einstein School to 200 feet west to the southwest corner of Carrolton Court South from 8:00 a.m. until 4:00 p.m. on school days.”

**SECTION 2:** Any person, firm, or corporation violating any provision of this Ordinance shall be fined not less than thirty (\$30.00) dollars nor more than five hundred (\$500.00) dollars, and each day a violation continues shall be considered a separate violation.

**SECTION 3:** That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner and form required by law.

**SECTION 4:** That the Village Clerk is hereby directed and authorized to publish this Ordinance in pamphlet form.

ADOPTED this 7th day of November , 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this    day of    , 2013

\_\_\_\_\_  
Rodney S. Craig, Village President

ATTESTED, filed in my office, and published in pamphlet form this day of    , 2013

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



**Village of Hanover Park**

**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager

**SUBJECT:** Warrant

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** December 19, 2013

**Recommended Action**

Approve Warrant SWS217 in the amount of \$2,083,081.25

Approve Warrant SW661 in the amount of \$168,483.09

JM:smk

Attachments: Warrants

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Meeting 12/19/13

Thursday, December 12, 2013

## Paid In Advance

Page 1 of 2

VEND NO	VENDOR NAME								EFT OR
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT		HAND-ISSUED AMOUNT
000342	ACCRUED PAYROLL								
	SWS217		28	11/22/2013	001-0000-210.00-00	11/13 #2 P/R	CHECK #:	76	381,542.11
							VENDOR TOTAL *		381,542.11
002566	BANK OF NEW YORK								
	SWS217		04	11/22/2013	050-5020-472.03-97	10/13 JAWA OPERAT/MAINT	CHECK #:	85	232,211.00
	SWS217		04	11/22/2013	050-5070-474.03-82	10/13 JAWA FIXED COSTS	CHECK #:	85	79,904.00
							VENDOR TOTAL *		312,115.00
004604	BANK OF NEW YORK MELLON TRUST CO								
HANPRK11	SWS217		04	11/22/2013	046-0000-454.01-03	PRINCIPAL-HP SERIES 2011	CHECK #:	86	475,000.00
HANPRK11	SWS217		04	11/22/2013	046-0000-455.01-04	INTEREST-HP SERIES 2011	CHECK #:	86	83,006.25
HANOVERB	SWS217		04	11/22/2013	047-0000-380.08-00	FEDERAL SUBSIDY/ABATEMENT	CHECK #:	87	-82,858.10
HANOVERB	SWS217		04	11/22/2013	047-0000-454.01-29	PRINCIPAL-HP SERIES 2010	CHECK #:	87	285,000.00
HANOVERB	SWS217		04	11/22/2013	047-0000-455.01-30	INTEREST-HP SERIES 2010	CHECK #:	87	255,105.00
HANOVERB	SWS217		04	11/22/2013	048-0000-380.08-00	FEDERAL SUBSIDY/ABATEMENT	CHECK #:	88	-48,579.92
HANOVERB	SWS217		04	11/22/2013	048-0000-454.01-29	PRINCIPAL-HP SERIES 2010A	CHECK #:	88	50,000.00
HANOVERB	SWS217		04	11/22/2013	048-0000-455.01-30	INTEREST-HP SERIES 2010A	CHECK #:	88	149,568.75
							VENDOR TOTAL *		1,166,241.98
009051	IL DEPARTMENT OF REVENUE								
	SWS217		28	11/22/2013	001-0000-211.03-00	IL W/H 11/13 #2 P/R	CHECK #:	78	26,177.54
							VENDOR TOTAL *		26,177.54
028762	IL FUNDS								
	SWS217		04	11/22/2013	001-0000-211.05-00	11/13 POL PEN CONTRIB #2	CHECK #:	80	18,489.59
	SWS217		04	11/22/2013	001-0000-211.05-01	11/13 FIRE PEN CONTRIB #2	CHECK #:	79	10,569.78
							VENDOR TOTAL *		29,059.37
009537	INTERNAL REVENUE SERVICE								
	SWS217		28	11/22/2013	001-0000-211.01-00	FED W/H 11/13 #2 P/R	CHECK #:	82	76,323.77
	SWS217		28	11/22/2013	001-0000-211.02-00	EMPL FICA 11/13 #2 P/R	CHECK #:	82	35,829.38
	SWS217		28	11/22/2013	001-0000-211.02-00	VLG FICA 11/13 #2 P/R	CHECK #:	82	35,829.38
							VENDOR TOTAL *		147,982.53
027557	STATE DISBURSEMENT FUND								
	SWS217		28	11/22/2013	001-0000-211.00-00	11/13 #2 P/R MAINTENANCE	CHECK #:	83	1,978.64
							VENDOR TOTAL *		1,978.64
003444	U.S. POSTAL SERVICE CAPS SERVICE								
	SWS217		04	11/25/2013	050-5010-471.03-12	POSTAGE-WATER BILLS	CHECK #:	89	468.63
	SWS217		04	11/29/2013	050-5010-471.03-12	POSTAGE-WATER BILLS	CHECK #:	89	1,983.50
							VENDOR TOTAL *		2,452.13
008760	VANTAGEPOINT TRANSFER AGENTS-457								



EAL DESCRIPTION: EAL: 12122013 LET

VOUCHER SELECTION CRITERIA

Voucher/discount due date . . . . . 12/12/2013  
All banks . . . . . A

REPORT SEQUENCE OPTIONS:

Vendor . . . . . X One vendor per page? (Y,N) . . . . . N  
Bank/Vendor . . . . . One vendor per page? (Y,N) . . . . . N  
Fund/Dept/Div . . . . .  
Fund/Dept/Div/Element/Obj  
Proj/Fund/Dept/Div/Elm/Obj  
This report is by: Vendor  
Process by bank code? (Y,N) . . . . . N  
Print reports in vendor name sequence? (Y,N) . . . . . Y  
Calendar year for 1099 withholding . . . . . 2013  
Disbursement year/per . . . . . 2014/08  
Check date . . . . . 12/20/2013

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0700300 21793	00	A & D TOTAL PLUMBING SW661 140039	00 11/25/2013	001-0640-416.03-36	CERTIFY-BACKFLOW DEV (4)	320.00	
					VENDOR TOTAL *	320.00	
0005891 268077 268077	00	ACCURATE OFFICE SUPPLY CO SW661	00 12/11/2013	001-0120-411.02-11	OFFICE SUPPLIES	26.08	
		SW661	00 12/11/2013	001-0520-415.02-11	OFFICE SUPPLIES	170.20	
					VENDOR TOTAL *	196.28	
0005705 170098 170100	00	ACRES GROUP INC SW661 140060	00 11/30/2013	013-0000-445.03-51	SNOW REMOVAL-ASTOR	1,055.00	
		SW661 140061	00 11/30/2013	014-0000-446.03-51	SNOW REMOVAL-MARK THOMAS	1,242.00	
					VENDOR TOTAL *	2,297.00	
0003893 26-37397256	00	AECOM TECHNICAL SERVICES INC SW661 140001	00 12/02/2013	050-5050-473.03-64	ENG-ZINC CONTROL PROGRAM	1,879.87	
					VENDOR TOTAL *	1,879.87	
0025890 91664	00	AIR ONE EQUIPMENT, INC. SW661	00 12/10/2013	001-0720-420.02-29	BATTERY ASSEMBLY	277.00	
					VENDOR TOTAL *	277.00	
0002559 4802	00	ALANIZ LANDSCAPE GROUP SW661 140003	00 11/30/2013	001-0630-416.03-35	11/13 LAWN MAINT-MEDIANS	2,495.00	
					VENDOR TOTAL *	2,495.00	
0000752 506148 506148 506148 506148 506148 506148 506600 506600 506601 506601	00	ALEXIAN BROS. CORPORATE HEALTH SVS SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	24.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	26.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	34.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	22.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	41.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PW SCREENING	56.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PD SCREENING	23.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PD SCREENING	48.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PD SCREENING	23.00	
		SW661	00 12/10/2013	001-0440-414.03-65	PD SCREENING	48.00	
					VENDOR TOTAL *	345.00	
0004904 105373596 10537578	00	ALLIED WASTE SERVICES #933 SW661	00 12/11/2013	013-0000-445.03-51	WASTE REMOVAL-ASTOR APTS	2,340.00	
		SW661	00 12/11/2013	013-0000-445.03-51	WASTE REMOVAL-ASTOR APTS	8.54	
					VENDOR TOTAL *	2,348.54	
9999999 149410-71530	00	ANDERSON, BRIAN P SW661	00 11/26/2013	050-0000-202.01-00	WATER REF 5613 PEBBLE BCH	20.20	
					VENDOR TOTAL *	20.20	
0023012 132163	00	ANDRES MEDICAL BILLING, LTD SW661	00 12/10/2013	001-0000-323.12-00	11/13 AMB BILLING CHARGES	2,804.79	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0023012 132163	00	ANDRES MEDICAL BILLING, LTD SW661	00 12/10/2013	001-0000-323.12-01	11/13 AMB BILLING CHARGES	1.00	
					VENDOR TOTAL *	2,805.79	
9999999 162995-90570	00	APOLLO MANAGEMENT INC SW661	00 11/26/2013	050-0000-202.01-00	WATER REF 4523 WHITNEY DR	20.42	
					VENDOR TOTAL *	20.42	
0005386 10529949	00	ARC DISPOSAL-REPUBLIC SVC #551 SW661	00 12/10/2013	035-0000-461.03-51	GREENBROOK TANGLEWOOD	454.12	
					VENDOR TOTAL *	454.12	
0010236 I8028804 I8029667 I8029668 I8029875 I8030161 I8030454 I8030456 I8030458 I8030467 I8030691 I8030692 I8029261	00	ASR - KALE UNIFORMS SW661 140043 SW661 140043	00 11/15/2013 00 11/21/2013 00 11/21/2013 00 11/22/2013 00 11/25/2013 00 11/26/2013 00 11/26/2013 00 11/26/2013 00 11/26/2013 00 11/26/2013 00 11/27/2013 00 11/27/2013 00 11/19/2013	001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0820-421.02-31 001-0850-421.03-71	POLICE UNIFORMS POLICE UNIFORMS	302.99 66.30 132.60 104.82 32.00 104.25 71.77 143.54 99.95 73.94 96.00 75.66	
					VENDOR TOTAL *	1,303.82	
0001149 630Z9901125160 630Z9901125160 630Z9901125160	00	AT&T SW661 SW661 SW661	00 12/10/2013 00 12/10/2013 00 12/10/2013	001-0470-414.03-11 050-5010-471.03-11 050-5020-472.03-11	10/17-11/16 DSL LINES 10/17-11/16 DSL LINES 10/17-11/16 DSL LINES	14.13 13.07 8.13	
					VENDOR TOTAL *	35.33	
0001421 014537 551700	00	AVALON PETROLEUM COMPANY SW661 SW661	00 12/10/2013 00 12/10/2013	001-0000-141.03-00 001-0000-141.03-00	DIESEL FUEL REGULAR GASOLINE	6,571.40 12,399.80	
					VENDOR TOTAL *	18,971.20	
9999999 71165-19520	00	BARNETT, LUCRETIA SW661	00 11/26/2013	050-0000-202.01-00	WATER REF 5317 CINEMA DR	31.85	
					VENDOR TOTAL *	31.85	
0027991 81206056 81256753 81259394	00	BOUND TREE MEDICAL LLC SW661 140050 SW661 140050 SW661 140050	00 09/18/2013 00 11/08/2013 00 11/12/2013	001-0720-420.02-27 001-0720-420.02-27 001-0720-420.02-27	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	125.94 609.98 492.94	
					VENDOR TOTAL *	1,228.86	
0950517 13-971	00	BROWN ELECTRIC SERVICE, INC SW661	00 12/10/2013	001-0000-229.00-00	REFUND PERMIT BOND	200.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0950517	00	BROWN ELECTRIC SERVICE, INC					
					VENDOR TOTAL *	200.00	
0002529 120213	00	BURKE'S TREE SERVICE SW661 140045	00 12/02/2013	001-0630-416.03-38	TREE/STUMP REMOVAL (2)	1,102.00	
					VENDOR TOTAL *	1,102.00	
0002934 322360	00	CAROL STREAM LAWN & POWER SW661	00 12/10/2013	001-0630-416.02-29	MOWER PULLEY ATTACHMENT	12.36	
					VENDOR TOTAL *	12.36	
0002899 465037 465131 465329 465483 465484 465580 465595 465658 465709 465870 466633	00	CARQUEST AUTO PARTS SW661	00 12/10/2013	001-0650-416.02-22	AUTO PARTS	10.32	
			00 12/10/2013	001-0650-416.02-27	MISC SUPPLIES	28.18	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	32.18	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	11.62	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	11.62	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	11.74	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	35.70	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	8.85	
			00 12/10/2013	001-0650-416.02-22	AUTO PARTS	150.04	
			00 12/10/2013	001-0650-416.02-27	MISC SUPPLIES	25.98	
			00 12/10/2013	001-0650-416.02-27	MISC SUPPLIES	8.11	
					VENDOR TOTAL *	334.34	
9999999 116210-66390	00	CHICAGO FELLOWSHIP SW661	00 11/26/2013	050-0000-202.01-00	WATER REF 7475 NORTHWAY	31.67	
					VENDOR TOTAL *	31.67	
0014468 16118232 16119102 1118704	00	CHICAGO INTERNATIONAL TRUCKS SW661	00 12/10/2013	001-0650-416.02-22	GASKET-#361	11.85	
			00 12/10/2013	001-0650-416.02-22	FUEL PUMP-#365	309.54	
			00 12/10/2013	001-0650-416.03-31	FRAME REPLACEMENT-#20	1,250.00	
					VENDOR TOTAL *	1,571.39	
0028554 22662280 22665459 22668676 22652648 22655838 22659046 22662278 22665459 22665460 22665461	00	CINTAS #22 SW661 140005	00 11/20/2013	001-0650-416.02-31	UNIFORMS	145.14	
			00 11/27/2013	001-0650-416.03-68	UNIFORM SERVICE-FLEET	63.52	
			00 12/04/2013	001-0650-416.03-68	UNIFORM SERVICE-FLEET	63.52	
			00 10/30/2013	050-5050-473.03-68	UNIFORM SERVICE-WASTEWTR	58.41	
			00 11/06/2013	050-5050-473.03-68	UNIFORM SERVICE-WASTEWTR	58.41	
			00 11/13/2013	050-5050-473.03-68	UNIFORM SERVICE	58.41	
			00 11/20/2013	050-5050-473.03-68	UNIFORM SERVICE-WASTEWTR	58.41	
			00 11/27/2013	050-5050-473.03-68	UNIFORM SERVICE-WASTEWTR	58.41	
			00 11/27/2013	050-5050-473.02-31	UNIFORMS	22.39	
			00 11/27/2013	050-5050-473.02-31	UNIFORMS	22.39	
					VENDOR TOTAL *	609.01	
0000986 45FC2B33	00	CITYTECH USA INC SW661	00 12/10/2013	001-0440-414.02-13	PUBLICSALARY ANNUAL MEMB.	390.00	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0000986	00	CITYTECH USA INC							
						VENDOR TOTAL *	390.00		
0004372	00	CLARK BAIRD SMITH LLP							
12798	SW661		00	12/10/2013	001-0550-415.03-62	11/13 LEGAL SERV-EMPL/LBR	3,776.25		
						VENDOR TOTAL *	3,776.25		
0004574	00	CLAUSS BROTHERS INC							
23720	SW661	140006	00	11/30/2013	001-0630-416.03-35	11/13 LAWN MAINT-LAKE ST	650.75		
23720	SW661	140007	00	11/30/2013	001-0630-416.03-35	11/13 LAWN MAINT-BARRNGTN	566.25		
23720	SW661	140008	00	11/30/2013	001-0630-416.03-35	11/13 LAWN MAINT-ONT PARK	217.50		
						VENDOR TOTAL *	1,434.50		
0027767	00	COLLINS, JOYCE							
12/13	SW661		00	12/10/2013	051-0000-323.10-00	REFUND PARKING PERMIT	5.00		
						VENDOR TOTAL *	5.00		
0003479	00	COM ED							
0303064208	SW661		00	12/10/2013	001-0550-415.03-13	10/24-11/22 BARRNGTN SIGN	101.28		
7587125092	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/21 CENTRAL	48.18		
2739065057	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/21 HARTMANN	42.96		
1890092011	SW661		00	12/10/2013	050-5050-473.03-13	10/30-12/3 POND AERATORS	75.30		
5703015039	SW661		00	12/10/2013	050-5050-473.03-13	10/31-12/4 SAVANNAH	111.51		
3507062010	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/21 TURNBERRY	133.04		
0275090072	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/22 WESTVIEW	74.80		
6467010006	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/21 NORTHWAY	68.99		
						VENDOR TOTAL *	656.06		
0005589	00	CONRAD POLYGRAPH INC							
1185	SW661		00	12/10/2013	001-0440-414.03-61	APPLICANT LD EXAM-2 PD	320.00		
1185	SW661		00	12/10/2013	001-0440-414.03-61	APPLICANT LD EXAM-4 FD	640.00		
						VENDOR TOTAL *	960.00		
0005407	00	CONSTELLATION NEW ENERGY INC							
1E12495	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/20 WELL #4	1,416.96		
1E12145	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/20 LONGMEADOW	1,635.28		
1E12652	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/20 EVERGREEN	1,157.66		
1E12807	SW661		00	12/10/2013	050-5020-472.03-13	10/24-11/20 WELL #5	362.59		
1E12303	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/20 COUNTY FARM	137.88		
1E12368	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/20 STP1	7,744.46		
1E12570	SW661		00	12/10/2013	050-5050-473.03-13	10/24-11/20 BAYSIDE	714.20		
						VENDOR TOTAL *	13,169.03		
0950519	00	CONTINENTAL WEATHER SERVICE							
13392	SW661	140011	00	12/01/2013	001-0620-431.03-35	12/13 WEATHER FORECASTING	150.00		
						VENDOR TOTAL *	150.00		
0003666	00	CORRAL, EIRA L							
	SW661		00	12/10/2013	001-0460-414.03-91	SUPPLIES-TREE LIGHTING	65.42		
	SW661		00	12/10/2013	001-0460-414.03-91	SUPPLIES-TREE LIGHTING	10.89		

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0003666	00	CORRAL, EIRA L						
		SW661	00	12/10/2013	001-0460-414.03-91	SUPPLIES-STAARS	5.44	
						VENDOR TOTAL *	81.75	
0004019	00	CRAIG, RODNEY						
		SW661	00	12/10/2013	001-0110-411.03-72	10/13 MILEAGE	384.22	
		SW661	00	12/10/2013	001-0110-411.03-72	10/13 TOLLS,TRAIN FARE	26.50	
		SW661	00	12/10/2013	001-0110-411.03-71	REIMB-MEALS	32.52	
		SW661	00	12/10/2013	001-0110-411.03-72	PARKING-ROSEMONT	13.00	
		SW661	00	12/10/2013	001-0110-411.03-72	6/13 MILEAGE	160.75	
		SW661	00	12/10/2013	001-0110-411.03-72	6/13 TOLLS	6.00	
		SW661	00	12/10/2013	001-0110-411.03-72	7/13 MILEAGE	406.69	
		SW661	00	12/10/2013	001-0110-411.03-72	7/13 TOLLS,PARKING	60.00	
		SW661	00	12/10/2013	001-0110-411.03-72	8/13 MILEAGE	470.08	
		SW661	00	12/10/2013	001-0110-411.03-72	8/13 TOLLS,PARKING	38.50	
		SW661	00	12/10/2013	001-0110-411.03-72	9/13 MILEAGE	445.22	
		SW661	00	12/10/2013	001-0110-411.03-72	9/13 TOLLS,PARKING	75.00	
		SW661	00	12/10/2013	001-0110-411.03-72	11/13 MILEAGE	437.88	
		SW661	00	12/10/2013	001-0110-411.03-72	11/13 TOLLS,PARKING	121.00	
		SW661	00	12/10/2013	001-0110-411.03-71	DONUTS-COFFEE W/BOARD	16.98	
						VENDOR TOTAL *	2,694.34	
0017681	00	DARLING INTERNATIONAL INC						
113634		SW661 140035	00	12/03/2013	050-5050-473.03-42	9/13-11/13 GREASE TRAP SV	1,598.00	
						VENDOR TOTAL *	1,598.00	
9999999	00	DWEYDARI, STEVE H						
162725-63370		SW661	00	11/26/2013	050-0000-202.01-00	WATER REF 1602 MONROE	19.58	
162725-76690		SW661	00	11/26/2013	050-0000-202.01-00	WATER REF 1381 SACRAMENTO	17.92	
						VENDOR TOTAL *	37.50	
0005162	00	ELANAR CONSTRUCTION CO						
1651		SW661	00	12/10/2013	001-0175-411.03-91	INSTALL ENGRAVED PAVERS	156.00	
						VENDOR TOTAL *	156.00	
0005218	00	ELMUND & NELSON CO						
1309063		SW661 140056	00	09/30/2013	011-0000-442.03-35	STREETLIGHT MAINTENANCE	10,379.87	
1309065		SW661 140056	00	09/30/2013	011-0000-442.03-35	STREETLIGHT POLE	3,456.00	
						VENDOR TOTAL *	13,835.87	
0005841	00	FED EX						
247921894		SW661	00	12/10/2013	001-0440-414.03-12	ALFRED MOLINARO REIMER	22.29	
						VENDOR TOTAL *	22.29	
0005877	00	FEENY CHRYSLER JEEP DODGE						
5209		SW661	00	12/10/2013	001-0650-416.03-31	REPRGRM VEH COMPUTER-#352	121.00	
						VENDOR TOTAL *	121.00	
0028394	00	FIREGROUND SUPPLY INC						
11762		SW661 140013	00	11/26/2013	001-0720-420.02-31	UNIFORMS-FIRE DEPT	398.85	

VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0028394	00	FIREGROUND SUPPLY INC	11782	SW661	140013	00	12/03/2013	001-0730-420.02-31	UNIFORMS-FIRE DEPT	193.50	
									VENDOR TOTAL *	592.35	
0028233	00	FIRST ADVANTAGE SBS	274959	SW661		00	12/10/2013	001-0440-414.03-61	APPLICANT BACKGROUND FEE	109.00	
									VENDOR TOTAL *	109.00	
9999999	00	FIVE TEN ILLINOIS LLC	167570-62120	SW661		00	11/26/2013	050-0000-202.01-00	WATER REF 1300 MERRIMAC N	8.51	
									VENDOR TOTAL *	8.51	
0006352	00	FRIENDLY FORD	178936	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS-#166	504.86	
			178820	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS-#3158	299.43	
			178856	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	33.66	
									VENDOR TOTAL *	837.95	
0006769	00	GASVODA & ASSOCIATES	131PTS0713	SW661	140015	00	11/22/2013	050-5050-473.02-27	MISC SUPPLIES	8.32	
									VENDOR TOTAL *	8.32	
0003735	00	GATSO USA	2013-201	SW661		00	12/10/2013	001-0000-227.02-00	11/13 RED LGHT CAMERA PMT	6,540.00	
									VENDOR TOTAL *	6,540.00	
0006845	00	GENUINE/NAPA AUTO PARTS	238452	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	61.25	
			243959	SW661		00	12/10/2013	001-0650-416.02-22	RETURN CREDIT	475.14-	
			245878	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	3.98	
			245820	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	7.96	
			245845	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	7.96	
			245987	SW661		00	12/10/2013	001-0650-416.02-27	RETURN CREDIT	7.96-	
			247934	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	16.89	
			248181	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	67.56	
			248359	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	10.84	
			249587	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	2.29	
			249578	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	7.69	
			249658	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	5.85	
			250001	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	69.28	
			250167	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS	10.39	
			251323	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS-#178	30.75	
			251953	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	6.88	
			252829	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	31.98	
			252814	SW661		00	12/10/2013	001-0650-416.02-22	AUTO PARTS-#371	33.94	
			256123	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	111.92	
			257419	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	6.98	
			257738	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	7.69	
			257758	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	13.83	
			257759	SW661		00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	13.83	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0006845	00	GENUINE/NAPA AUTO PARTS						
						VENDOR TOTAL *	46.64	
9999999	00	GOODWILL REALTY GROUP						
158760-50020	SW661	00	11/26/2013	050-0000-202.01-00	WATER REF 1312-D KINGSBRY		32.08	
						VENDOR TOTAL *	32.08	
0007123	00	GRAINGER						
9305295397	SW661	140016	00	11/26/2013	050-5050-473.02-34	PIPE WRENCH,CHAIN WRENCH	187.02	
						VENDOR TOTAL *	187.02	
0005706	00	GREAT LAKES SNOW SYSTEMS INC						
3442	SW661	140057	00	12/02/2013	001-0620-431.02-27	SNOW REMOVAL-CUL DE SACS	1,000.00	
						VENDOR TOTAL *	1,000.00	
0000869	00	GREATER CHICAGOLAND FELLOWSHIP CLUB						
	SW661		00	12/11/2013	001-0000-207.13-00	REF ESCROW-7475 NORTHWAY	1,500.00	
						VENDOR TOTAL *	1,500.00	
0005343	00	GREENLEE, JACK						
	SW661		00	12/10/2013	001-0620-431.02-13	REIMB-CDL	65.00	
						VENDOR TOTAL *	65.00	
0000319	00	HAIGH, CRAIG						
	SW661		00	12/10/2013	001-0720-420.03-71	REIMB-ACLS COURSE	110.00	
						VENDOR TOTAL *	110.00	
0005906	00	HASENHUETL, GERARD						
13-558	SW661		00	12/10/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0028011	00	HEALY ASPHALT CO LLC						
43652MB	SW661		00	12/10/2013	001-0620-431.02-27	HOT ASPHALT	296.77	
						VENDOR TOTAL *	296.77	
9999999	00	HENRIQUEZ, ALEXANDER						
166825-9160	SW661		00	12/02/2013	050-0000-202.01-00	WATER REF 5901 BRADLEY	3.87	
						VENDOR TOTAL *	3.87	
0700543	00	HILTON CHICAGO						
IML1800	SW661	140089	00	11/21/2013	001-0110-411.03-73	IML CONFERENCE-HOTEL	5,560.01	
IML1800	SW661	140089	00	11/21/2013	001-0120-411.03-71	IML CONFERENCE-HOTEL	862.56	
						VENDOR TOTAL *	6,422.57	
0002554	00	H2O AUTO SPA INC						
	SW661		00	12/10/2013	001-0650-416.03-31	11/13 POLICE CAR WASHES	164.00	
						VENDOR TOTAL *	164.00	
0025898	00	IACE						
	SW661		00	12/10/2013	001-0870-421.03-71	MEETING-CODE ENF (5)	175.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0025898	00	IACE						
						VENDOR TOTAL *	175.00	
0023103 50097458	00	INTERSTATE ALL BATTERY CENTER SW661	00	12/10/2013	001-0650-416.02-22	BATTERIES-#301	86.95	
						VENDOR TOTAL *	86.95	
0004300 2918	00	IT SOLUTIONS SW661	00	12/11/2013	031-0000-466.13-31	ETWINAX CONTROLLER AS400	1,167.00	
						VENDOR TOTAL *	1,167.00	
0005908 2013-255	00	IT STABILITY SYSTEMS SW661	00	12/10/2013	031-0000-466.13-31	DACRA MUNICIPAL SUITE-MOD	4,600.00	
						VENDOR TOTAL *	4,600.00	
0005916	00	ITKIN, IRENE SW661	00	12/11/2013	001-0000-207.13-00	REF ESCROW-ARMY TRAIL	5,000.00	
						VENDOR TOTAL *	5,000.00	
0010254 284456	00	KAMMES AUTO & TRUCK REPAIR INC SW661	00	12/10/2013	001-0650-416.03-31	TRUCK SAFETY INSPECTIONS	90.00	
						VENDOR TOTAL *	90.00	
9999999 95205-46780	00	LA MONARCA SW661	00	12/09/2013	050-0000-202.01-00	WATER REF 2019 IRVING PRK	36.67	
						VENDOR TOTAL *	36.67	
0003804 159-13	00	LAN ELECTRIC SW661 140019	00	11/20/2013	050-5050-473.03-41	EMERGENCY REPAIR-STP1	1,991.76	
						VENDOR TOTAL *	1,991.76	
9999999 170355-5440	00	LEAMY, VIRGINIA SW661	00	12/09/2013	050-0000-202.01-00	WATER REF 5765-A BAVARIAN	36.67	
						VENDOR TOTAL *	36.67	
0001876 1229084	00	LEXIS NEXIS RISK DATA MGMT SW661	00	12/10/2013	001-0810-421.03-61	11/13 ADDRESS/PERSON SRCH	51.35	
						VENDOR TOTAL *	51.35	
0003870 206493	00	L3 COMMUNICATIONS MOBILE-VISION INC SW661	00	12/10/2013	001-0820-421.02-34	CABLE	57.95	
						VENDOR TOTAL *	57.95	
0005905 100038	00	MARVIN FEIG & ASSOCIATES INC SW661 140113	00	11/06/2013	031-0000-466.13-21	MECHO SHADES-VLG HALL	20,054.00	
						VENDOR TOTAL *	20,054.00	
0012085 66848187	00	MCMASTER CARR CORP SW661	00	12/10/2013	050-5050-473.02-27	PVC PERFORATED SHEET	164.34	
						VENDOR TOTAL *	164.34	
9999999	00	MEESTER, KERRY R.						

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
9999999 103475-42570	00 SW661	MEESTER, KERRY R.	00 12/09/2013	050-0000-202.01-00	WATER REF 1143 HIALEAH	23.33	
					VENDOR TOTAL *	23.33	
0012115 41267 41127	00 SW661 SW661	MENARDS	00 12/10/2013 00 12/10/2013	001-0720-420.02-27 001-0720-420.02-27	WREATH BATTERIES	20.56 12.49	
					VENDOR TOTAL *	33.05	
0027780 50563	00 SW661	MUNICIPAL WEB SERVICES	00 12/11/2013	001-0470-414.03-36	10/13 WEB SITE MAINT	240.00	
					VENDOR TOTAL *	240.00	
0004409 T20001537	00 SW661	MUTUAL AID BOX ALARM SYSTEM-IL	00 12/10/2013	001-0720-420.02-13	CREDENTIALING CARD	15.00	
					VENDOR TOTAL *	15.00	
9999999 167665-84200	00 SW661	N G INVESTMENT GROUP	00 12/09/2013	050-0000-202.01-00	WATER REF 2400 SYCAMORE	26.67	
					VENDOR TOTAL *	26.67	
0028204 31908 31842 31843	00 SW661 SW661 SW661	NEW WORLD SYSTEMS	00 12/10/2013 00 12/10/2013 00 12/10/2013	031-0000-466.13-31 031-0000-466.13-31 031-0000-466.13-31	PER ERP CONTRACT-TRAINING PER ERP CONTRACT-TRAINING PER ERP CONTRACT-TRAINING	1,641.00 34.89 1,515.04	
					VENDOR TOTAL *	3,190.93	
0026675 622730512-142	00 SW661	NEXTEL COMMUNICATIONS	00 12/10/2013	050-5010-471.03-11	10/24-11/23 ANN FOX GRATE	42.24	
					VENDOR TOTAL *	42.24	
0013298 84264643143 02494710003 17642810000 67216710003 85326410009	00 SW661 SW661 SW661 SW661 SW661	NICOR GAS	00 12/10/2013 00 12/10/2013 00 12/10/2013 00 12/10/2013 00 12/10/2013	001-0550-415.03-14 050-5020-472.03-14 050-5020-472.03-14 050-5020-472.03-14 051-0000-478.03-14	10/30-12/2 PD BUILDING 10/30-12/2 WELL #4 11/8-12/3 WELL #5 11/1-12/3 LONGMEADOW 10/30-12/2 TRAIN STATION	2,148.35 302.47 140.29 223.91 222.39	
					VENDOR TOTAL *	3,037.41	
0001049 11754	00 SW661	NIPSTA	00 12/10/2013	001-0830-421.03-71	PD DRIVER TRAINING	350.00	
					VENDOR TOTAL *	350.00	
0013210 175690 175690	00 SW661 SW661	NORTH EAST MULTI-REGIONAL TRAINING	00 12/10/2013 00 12/10/2013	001-0820-421.03-71 001-0820-421.03-71	TRAINING-WIEBE TRAINING-PALACE	255.00 255.00	
					VENDOR TOTAL *	510.00	
0001157 13-816	00 SW661	NORTON SONS ROOFING COMPANY	00 12/10/2013	001-0000-229.00-00	REFUND PERMIT BOND	480.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001157	00	NORTON SONS ROOFING COMPANY						
						VENDOR TOTAL *	480.00	
0012854 BEDNAREK30619	00 SW661	NPELRA	00	12/10/2013	001-0440-414.02-13	2014 MEMBERSHIP-BEDNAREK	205.00	
						VENDOR TOTAL *	205.00	
0013301	00	NWBOCA						
		SW661	00	12/10/2013	001-0730-420.02-13	MEMBERSHIP-INSP SVS (3)	65.00	
						VENDOR TOTAL *	65.00	
0004076 344564 344604 344631 344696	00 SW661 SW661 SW661 SW661	O'REILLY AUTOMOTIVE INC	00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	11.98	
			00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	9.18	
			00	12/10/2013	001-0650-416.02-22	AUTO PARTS-#125	69.79	
			00	12/10/2013	001-0650-416.02-27	MISC SUPPLIES	35.94	
						VENDOR TOTAL *	126.89	
0027233 660565809-01 660566874-01 660568252-01	00 SW661 SW661 SW661	ORIENTAL TRADING COMPANY INC	00	12/10/2013	001-0460-414.03-91	TREE LIGHTING SUPPLIES	102.36	
			00	12/10/2013	001-0460-414.03-91	TREE LIGHTING SUPPLIES	102.56	
			00	12/10/2013	001-0460-414.03-91	TREE LIGHTING SUPPLIES	102.56	
						VENDOR TOTAL *	307.48	
0003506 296034	00 SW661	PACE SUBURBAN BUS	00	12/10/2013	001-0550-415.03-87	10/13 ROUTE 554 SERVICE	1,306.67	
						VENDOR TOTAL *	1,306.67	
0004281 T4357307	00 SW661	PADDOCK PUBLICATIONS	00	12/10/2013	001-0120-411.03-67	AD-GREENBROOK HANDRAIL	82.80	
						VENDOR TOTAL *	82.80	
0027100	00	PAUL, BERNARD Z						
		SW661	00	12/10/2013	001-0550-415.03-62	MEALS-IML ANNUAL MEETING	77.00	
		SW661	00	12/10/2013	001-0550-415.03-62	HOTEL-IML ANNUAL MEETING	939.36	
		SW661	00	12/10/2013	001-0550-415.03-62	PARKING/TOLLS-IML MEETING	59.80	
						VENDOR TOTAL *	1,076.16	
0028136 13012 12999	00 SW661 SW661	PETROLEUM TECHNOLOGIES EQUIPMENT	00	12/10/2013	001-0650-416.03-37	REPR-UNDERGROUND FUEL TNK	494.75	
			00	12/10/2013	001-0650-416.03-37	REPRGM FUEL TANK MONITOR	684.13	
						VENDOR TOTAL *	1,178.88	
0023132 414022913	00 SW661	PHYSIO-CONTROL INC	00	11/02/2013	001-0720-420.03-36	11/13-1/14 EQUIP MAINT	3,305.52	
						VENDOR TOTAL *	3,305.52	
0014372 23891	00 SW661	PINNER ELECTRIC INC	00	12/11/2013	011-0000-442.03-36	BARRINGTON/WALNUT-MONTHLY	350.00	
						VENDOR TOTAL *	350.00	
0014472	00	POMP'S TIRE SERVICE						

VEND NO	SEQ#	VENDOR NAME						EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT
0014472	00	POMP'S TIRE SERVICE						
410134939	SW661		00	12/10/2013	001-0650-416.02-22	TIRES (4)-#125	598.32	
						VENDOR TOTAL *	598.32	
0002553	00	PRIORITY PRODUCTS INC						
836149	SW661		00	12/10/2013	001-0650-416.02-27	HARDWARE	103.94	
						VENDOR TOTAL *	103.94	
0015397	00	REAL'S TIRE SERVICE						
100336	SW661		00	12/10/2013	001-0650-416.03-31	TIRE REPLACEMENT-#22	190.00	
						VENDOR TOTAL *	190.00	
0015433	00	RED WING SHOE STORE						
4813	SW661		00	12/10/2013	001-0640-416.02-33	SAFETY SHOES	115.00	
4919	SW661		00	12/10/2013	050-5060-473.02-33	SAFETY SHOES	115.00	
						VENDOR TOTAL *	230.00	
0005907	00	RICOH USA INC						
91215835	SW661		00	12/10/2013	001-0120-411.03-36	11/13 COPIER LEASE-VH	87.09	
91215836	SW661		00	12/10/2013	001-0120-411.03-36	12/13 COPIER LEASE-VH	87.09	
91215835	SW661		00	12/10/2013	001-0510-415.03-36	11/13 COPIER LEASE-VH	203.22	
91215836	SW661		00	12/10/2013	001-0510-415.03-36	12/13 COPIER LEASE-VH	203.22	
91215835	SW661		00	12/10/2013	001-0920-419.03-36	11/13 COPIER LEASE-VH	87.09	
91215836	SW661		00	12/10/2013	001-0920-419.03-36	12/13 COPIER LEASE-VH	87.09	
91215835	SW661		00	12/10/2013	050-5010-471.03-36	11/13 COPIER LEASE-VH	203.23	
91215836	SW661		00	12/10/2013	050-5010-471.03-36	12/13 COPIER LEASE-VH	203.23	
						VENDOR TOTAL *	1,161.26	
0004403	00	ROGER C MARQUARDT & COMPANY INC						
1155	SW661		00	12/10/2013	001-0410-414.03-61	12/13 LOBBYING SERVICES	2,000.00	
						VENDOR TOTAL *	2,000.00	
9999999	00	SAFEGUARD PROPERTIES MGMT						
168190-43140	SW661		00	12/09/2013	050-0000-202.01-00	WATER REF 6901 HICKORY	27.08	
						VENDOR TOTAL *	27.08	
0016045	00	SAFETY-KLEEN SYSTEMS INC						
62151889	SW661		00	12/10/2013	001-0650-416.03-51	OIL FILTER DISPOSAL	81.12	
						VENDOR TOTAL *	81.12	
0028016	00	SAM'S CLUB BUSINESS PAYMENTS						
1211	SW661		00	12/10/2013	001-0870-421.03-71	MEETING SUPPLIES	14.78	
						VENDOR TOTAL *	14.78	
0005237	00	SLUTZKY & BLUMENTHAL						
27296	SW661		00	12/10/2013	037-0000-461.03-62	NO CASH BID COOK COUNTY	480.00	
						VENDOR TOTAL *	480.00	
9999999	00	SMITH PARTNERS & ASSOC						
161875-3870	SW661		00	11/26/2013	050-0000-202.01-00	WATER REF 7360 ASTOR AVE	31.67	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK NO	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
9999999	00	SMITH PARTNERS & ASSOC						
						VENDOR TOTAL *	31.67	
0016961 C88854	00	STANDARD EQUIPMENT CO SW661	00	12/10/2013	001-0650-416.02-29	FILL HOSE,HOSE COUPLERS	96.53	
						VENDOR TOTAL *	96.53	
0004823 3215800524	00	STAPLES ADVANTAGE, DEPT DET SW661	00	12/10/2013	001-0850-421.02-11	CALENDARS	109.78	
						VENDOR TOTAL *	109.78	
0017095 4536222.1	00	STEINER ELECTRIC COMPANY SW661	00	12/10/2013	050-5050-473.02-27	LCD GRAPHIC KEY PAD	112.37	
						VENDOR TOTAL *	112.37	
9999999 169145-76040	00	STREAMWOOD PROPERTY MGMT, LLC SW661	00	12/09/2013	050-0000-202.01-00	WATER REF 2184 ROB ROY	1.43	
						VENDOR TOTAL *	1.43	
0017208 33080 33080 33379	00	SUBURBAN LABORATORIES INC SW661 140069 SW661 140069 SW661 140069	00 00 00	11/26/2013 11/26/2013 12/05/2013	050-5020-472.03-69 050-5030-472.03-69 050-5050-473.03-69	LAB TESTING LAB TESTING LAB TESTING	148.00 54.00 227.50	
						VENDOR TOTAL *	429.50	
0005910	00	SWANSON, JEFF SW661	00	12/10/2013	001-0870-421.03-71	REIMB-EXAM FEE	180.00	
						VENDOR TOTAL *	180.00	
0027713 15086	00	T.O.P.S. IN DOG TRAINING CORP. SW661	00	12/10/2013	001-0820-421.02-27	K9 TRAINING,FOOD	308.40	
						VENDOR TOTAL *	308.40	
0005634 T762102	00	TAPEANDMEDIA.COM SW661	00	12/10/2013	001-0870-421.02-99	1000 VERBATIM CD-R	239.56	
						VENDOR TOTAL *	239.56	
0003422 16394 16394	00	THIRD MILLENNIUM ASSOCIATES SW661 SW661	00 00	12/10/2013 12/10/2013	050-5010-471.03-70 050-5010-471.03-12	11/13 WATER BILL PRINTING POSTAGE	1,805.32 1.44	
						VENDOR TOTAL *	1,806.76	
0028177 HPN13M11	00	TOKAY SOFTWARE SW661	00	12/10/2013	050-5020-472.03-36	BACKFLOW SOFTWARE SUPPORT	590.00	
						VENDOR TOTAL *	590.00	
0001874 99520	00	TRI-TECH FORENSICS SW661	00	12/10/2013	001-0850-421.02-35	SUPPLIES	150.21	
						VENDOR TOTAL *	150.21	
0001398	00	VERIZON WIRELESS						

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001398	00	VERIZON WIRELESS					
9715436233	SW661		00 12/10/2013	001-0470-414.03-11	11/13 WIRELESS SERVICE	3,686.39	
9715436233	SW661		00 12/10/2013	001-0470-414.03-11	EQUIPMENT	157.40	
9715436233	SW661		00 12/10/2013	050-5010-471.03-11	11/13 WIRELESS SERVICE	863.26	
9715538695	SW661		00 12/10/2013	050-5020-472.03-11	11/13 WIRELESS SERVICE	38.01	
9715538695	SW661		00 12/10/2013	050-5040-472.03-11	11/13 WIRELESS SERVICE	38.01	
					VENDOR TOTAL *	4,783.07	
0005096	00	VOORHEES ASSOCIATES LLC					
3120130195	SW661		00 12/10/2013	001-0440-414.03-61	PAY/CLASSIFICATION STUDY	2,700.00	
3120130195	SW661		00 12/10/2013	001-0440-414.03-61	EXTRA MEETING FEE 8/15/13	800.00	
					VENDOR TOTAL *	3,500.00	
0003249	00	WALGREEN COMPANY					
100174095	SW661		00 12/10/2013	001-0850-421.02-27	PRISONER MEDICATION	11.99	
					VENDOR TOTAL *	11.99	
0026145	00	WAREHOUSE DIRECT					
2142728	SW661		00 12/10/2013	001-0410-414.02-11	OFFICE SUPPLIES	14.49	
2142534	SW661		00 12/10/2013	001-0870-421.02-99	CD LABELS	161.07	
2149923	SW661		00 12/10/2013	001-0920-419.02-11	OFFICE SUPPLIES	43.18	
					VENDOR TOTAL *	218.74	
0001572	00	WEBER, ROBERT MELVIN					
1015	SW661		00 12/10/2013	050-5050-473.03-41	SCADA PGM MODIFICATIONS	838.00	
					VENDOR TOTAL *	838.00	
9999999	00	WEICHERT REALTORS					
151040-78770	SW661		00 11/26/2013	050-0000-202.01-00	WATER REF 7570 SARSON WAY	50.00	
					VENDOR TOTAL *	50.00	
9999999	00	WINFREY, TIMOTHY C					
165845-29520	SW661		00 11/26/2013	050-0000-202.01-00	WATER REF 7250 EAST AVE	2.52	
					VENDOR TOTAL *	2.52	
0019711	00	XEROX CORPORATION					
71320800	SW661		00 12/10/2013	001-0440-414.03-36	11/13 COPIER LEASE-HR	305.15	
71320800	SW661		00 12/10/2013	001-0440-414.03-51	11/13 COPIER LEASE-HR	88.11	
71320800	SW661		00 12/10/2013	001-0440-414.03-36	SERVICE CREDIT	.25-	
71320800	SW661		00 12/10/2013	050-5010-471.03-36	11/13 COPIER LEASE-HR	76.30	
71320800	SW661		00 12/10/2013	050-5010-471.03-51	11/13 COPIER LEASE-HR	37.76	
					VENDOR TOTAL *	507.07	
0004126	00	YAN, KWOK-KEI					
	SW661		00 12/10/2013	001-0000-207.13-00	REF ESCROW-4765 WHITNEY	1,000.00	
					VENDOR TOTAL *	1,000.00	
0019862	00	ZEP SALES & SERVICE					
9000664048	SW661		00 12/11/2013	050-5050-473.02-28	MISC SUPPLIES-STP1	195.40	
					VENDOR TOTAL *	195.40	
0000412	00	ZIEGLER'S ACE HARDWARE					

Village of Hanover Park

VEND NO	SEQ#	VENDOR NAME						EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND- ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT
0000412	00	ZIEGLER'S ACE HARDWARE						
16011	SW661		00	12/10/2013	001-0720-420.02-27	WREATH,BULBS-FH#2	15.97	
16003	SW661		00	12/10/2013	001-0720-420.02-27	BATTERIES-FH#2	3.99	
						VENDOR TOTAL *	19.96	
0000755	00	3D DESIGN STUDIO LLC						
2013-11-10	SW661	140106	00	11/30/2013	001-0670-416.03-61	STREETSCAPE PROJ-BARRNGTN	2,946.19	
						VENDOR TOTAL *	2,946.19	
						TOTAL EXPENDITURES ****	168,483.09	
					GRAND TOTAL	*****		168,483.09