



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
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The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**AGENDA  
ADMINISTRATION & FINANCE COMMITTEE MEETING  
TUESDAY, SEPTEMBER 20, 2016  
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - August 16, 2016
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. 2016 Bond Issue Ordinance O16-005 / M16-111
  - B. Policy Manual Review/Approval and Amendments / M16-103
  - C. Surplus Ordinance O16-006 / M16-112
  - D. Administrative & Finance report / M16-110
  - E. Detail Report: \$648,766.54
  - F. Financial Statements
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

All meetings are held in the boardroom of the Scott R. Triphahn Community Center & Ice Arena at 1685 W. Higgins Road in Hoffman Estates, unless otherwise specified. If an accommodation or modification is required to attend this public meeting please call 847-885-8500 with at least 48 hours' notice.



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**MINUTES  
ADMINISTRATION & FINANCE COMMITTEE  
August 16, 2016**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Administration & Finance Committee was held on August 16, 2016 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kinnane, Comm Rep Chhatwani, Katis, Musial, Winner, Chairman Kaplan

Absent: None

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma

Audience: Superintendent of Facilities Basile, Commissioners McGinn, Kilbridge, R. Evans, President Bickham, Mr. K. Evans

**2. Approval of Agenda:**

Comm Rep Utas made a motion, seconded by Comm Rep Katis to approve the agenda as presented. The motion carried by voice vote.

**3. Minutes:**

Commissioner Kinnane made a motion, seconded by Comm Rep Chhatwani to approve the minutes of the July 19, 2016 meeting as presented. The motion carried by voice vote.

**4. Comments From the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. NWSRA Assessment Resolution R16-02/M16-095:

Executive Director Bostrom reviewed the item noting that the district would see a 2.1% decrease in their assessment. Comm Rep Katis asked how NWSRA would operate with a loss of \$340,000. Executive Director Bostrom pointed out that up until this year, they had been on the increase and Deputy Director Talsma explained that the Special Rec Fund was outside of the tax cap and based upon the district's EAV. He noted that when the EAV decreases the Special Rec Fund also decreases.

Comm Rep Katis made a motion, seconded by Comm Rep Chhatwani to recommend the board approve the NWSRA assessment Resolution R16-002 ratifying the assessment for calendar year 2016 in the amount of \$298,190.98 as recommended by the Board of Trustees of NWSRA and outlined in M16-095. The motion carried by voice vote.

B. PS Custodial Service, one year renewal option/M16-094:

Executive Director Bostrom noted that it was a renewal of a contract. Superintendent Basile reviewed the item and explained that they were looking to move forward with Perfect Cleaning Service.

Chairman Kaplan asked about the original bid and it was noted that it was a 1 year contract with option.

Comm Rep Utas asked if staff could not bid out if the contract was to be renewed. Deputy Director Talsma noted that the district could only enter into a 1 year contract. He also explained that they could extend that contract with renewal options in the initial bid. He noted that the advantage was retaining a company with a good history as well as not having to train a new company and not incurring the expense of going to bid again.

Comm Rep Chhatwani asked about the cost and Superintendent Basile noted that it would remain the same.

Chairman Kaplan asked about the \$143,100 in 2014 and it was noted that number was the budget number based on past expenses.

Comm Rep Utas made a motion, seconded by Comm Rep Chhatwani to recommend the Board approve the final one year renewal option for PSSWC custodial service contract with Perfect Cleaning Service from September 1,

2016 to August 31, 2016 for the amount of \$135,450. The motion carried by voice vote.

C. Balanced Scorecard/M16-088:

Executive Director Bostrom reviewed the item noting that it was presented on a quarterly basis and a snap shot of the district.

Comm Rep Katis asked about the total revenue sponsorship and Director Talsma explained that would be for the marquee signs noting that Advertising and Sponsorship Manager Massani was doing a great job.

Comm Rep Winner made a motion, seconded by Comm Rep Chhatwani to send the Balanced Scorecard to the board as presented. The motion carried by voice vote.

D. A&F Report/M16-092:

Deputy Director Talsma reviewed the report noting that the district successfully went live with their new financial software on Monday. He explained they were doing internal training and the board and committees would see new reports in September. He also explained that the American Express would now be listed by vendor and the AE would be the payment type. He commended Superintendent Cotshott on doing a great job and putting in long hours to get this project working seamlessly.

Comm Rep Utas asked about the new signs on the ice boards and Deputy Directory Talsma reminded the committee that those boards were controlled by the Wolves as part of their agreement.

Chairman Kaplan said that he wanted to note that there had been questions and answers regarding the meeting emailed earlier in the week and should be included with the minutes. See attached.

Comm Rep Winner made a motion, seconded by Comm Rep Chhatwani to send the report to the board as presented. The motion carried by voice vote.

E. Financial Statements:

Deputy Director Talsma explained that the revenue in some areas was drastically (but positively) changed from the budget. He noted that the district was due for a re-assessment next year but that they would see less tax revenue this year. He explained that the General Fund was higher by about \$125,000 - \$140,000 due to salary savings; primarily in the maintenance department and that the Rec Department had added 2 weeks of camps that increased their revenue by about \$70,000. He also explained that ELC, Seascope and Ice were above budget in revenue for a fund total of about

\$150,000. He explained that PS and BPC were down approximately \$15,000 - \$20,000 each due to lower memberships and loss of weddings and rainy weather respectively.

Comm Rep Katis asked about the loss of the GE Corporate account and it was noted that they had about 100 – 125 users and that 35+ of the regulars had stayed on under a different type of corporate account. Chairman Kaplan asked if they paid individually and if so, how did they keep track and it was noted that the district had a program offering different discounts to corporations depending on the number of participants as well as a system to track members in the same account.

The question was raised if the pool renovation cost members and Superintendent Basil noted that staff worked hard with the customers and that there some they had put memberships on hold at no charge. Deputy Director Talsma explained there were less than 10 discounted. Superintendent Basile also noted that the pool should re-open September 1 but they were still working with the filtration systems and HVAC to get that work completed.

Comm Rep Musial asked about the Windy City Bulls at PS and Executive Director Bostrom noted that they were still working on a contract.

Comm Rep Utas made a motion, seconded by Comm Rep Winner to recommend the board approve the

- Manual Checks for \$408,672.86
- Monthly Invoices for \$789,465.60

The motion carried by voice vote.

## **7. Committee Member Comments:**

Comm Rep Katis said the cleaning crew at Prairie Stone did a great job. He asked about the district's health insurance going forward and Deputy Director Talsma explained that they were insured by PDRMA through a network of Illinois Park District, currently using an HMO with BCBS. He explained they would have to wait and see and the end of the year if PDRMA had other recommendations but did not anticipate any change.

Comm Rep Katis asked about Pickleball noting that he had been asked by participants about evening play. Executive Director Bostrom explained that they received free play during the day (non-peak hours) but that if they wanted to reserve the courts at night (peak hours) they would need to pay. Comm Rep Musial noted that they paid \$5 at PSSWC and Deputy Director Talsma explained that the program at PSSWC was run by First Serve but that the courts were free at Triphahn Center during the day and Fabbrini Park all the time. He also explained that ½ gym rented for about \$35 an hour and could cheaply be split between

participants. He encouraged Comm Rep Katis to work with Commissioner R. Evans, the 50+ liaison.

Comm Rep Chhatwani thanked staff for the park tour noting that each park was different and very colorful.

Chairman Kaplan noted that like Pickleball that it would be nice to have the Hockey program available during the week rather than on Sunday night and it was noted that the issue of prime time versus non-prime time was the same for Hockey as Pickleball.

**8. Adjournment:**

Comm Rep Katis made a motion, seconded by Comm Rep Utas to adjourn the meeting at 7:40 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary

# HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 16-111

To: A&F Committee  
From: Dean Bostrom, Executive Director  
Craig Talsma, Deputy Director/Director of A&F  
Date: September 16, 2016  
Re: 2016 Bond Issue

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## **Background**

Each year the District issues a bond to fund the payment of certain portions of the district's outstanding bond interest and principal payments (our rollover bond), which will be issued as Limited Bonds on or before December 1, 2016. Additionally the Board has authorized the issuance of Alternate Bonds as part of a refunding project to equalize debt service payments over the next thirty years. The impact of these bond issues not only presents significant cost savings to the District, but also allows the continued level funding for our Capital Asset Management Plan (CAMP).

## **Implications**

The ordinance is in preliminary form with certain specific details (exact amounts, rates, etc.) being included on the final ordinance copy and bond documents once the issues are finalized on December 1, 2016.

## **ORDINANCE O16-005**

AN ORDINANCE providing for the issuance of up to \$8,500,000 General Obligation Limited Park Bonds, Series 2016 of the Hoffman Estates Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

This ordinance is the District's annual bond issue to pay a portion of the District's outstanding bonds and to provide for funding of annual capital projects and issuance costs. Additionally this bond issue will refund our outstanding 2006 General Obligation Bonds. This is the final major phase of the refunding process that was started five years ago. The issuance was covered by the Bond Notification Act previously done and approved in October 2015.

The ordinance approves the issuance of the bonds with certain specific details (exact amounts, rates, etc.) being determined and approved by the Board President when the bonds are sold. This will be documented in the Bond Order in accordance with the parameters outlined in the ordinance and related bond documents on or before December 1, 2016. The Bond Order will be filed with the Board at a meeting subsequent to the issuance of the bonds; this creates the ability to issue the bonds by delegated sale.

The refunding of the 2006 Bonds provides for the final phase of our debt restructuring plan which includes:

1. Routine annual bond that provides tax levy, as needed, for outstanding Park District debt.
2. Series 2006 can be refunded (like a home mortgage loan) for savings. Subject to market conditions, the anticipated savings will be \$1 million or 20% of the outstanding bond principal (a normal savings to trigger a refunding is typically 3% to 8%).
3. Debt repayment slightly altered to ensure a minimum of \$750,000 annually for additional capital projects based on market conditions and performance of the Ice and Prairie Stone operations. Future

refundings should increase available funding if interest rate environment remains consistent with the last five years.

4. Provide \$1,750,000 in capital project funds. This represents the annual \$750,000 plus a reserve of an additional \$1 million due to currently anticipated projects in the CAMP.
5. Annual debt service payments from property taxes remain within state mandated tax cap limits.
6. No additional extension to final maturity of existing District debt.
7. District's rating will be reviewed; high AA+ investment grade expected to be confirmed. This is the District's annual "checkup" and will be conducted with S&P.

**Recommendation**

Staff recommends that the A&F Committee recommend to the full board approval of ordinance O16-005 for the 2016 district bond issue.



ORDINANCE NO. 16-005

AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION (LIMITED TAX) PARK BONDS, SERIES 2016, OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, IN AN AMOUNT NOT TO EXCEED \$8,500,000 AND FOR THE LEVY OF A DIRECT TAX SUFFICIENT TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS.

WHEREAS, the Hoffman Estates Park District, Cook County, Illinois (the “District”), is a duly organized and existing municipality operating under the provisions of the Park District Code, as amended, and under the laws of the State of Illinois; and

WHEREAS, the District has previously issued: (i) General Obligation Limited Park Bonds, Series 2006; (ii) Taxable General Obligation Bonds (Alternate Revenue Source), Series 2010A (Build America Bonds); (iii) General Obligation Bonds (Alternate Revenue Source), Series 2010C; (iv) General Obligation Park Bonds (Alternate Revenue Source), Series 2013A; and (v) General Obligation Park Bonds (Alternate Revenue Source), Series 2014A (collectively, the “Refunded Bonds”); and

WHEREAS, the Board of Park Commissioners of the District (the “Board”) has determined that it is necessary and in the best interests of the residents of the District to issue general obligation limited tax bonds of the District in the principal amount of not to exceed \$8,500,000 known as its “General Obligation (Limited Tax) Park Bonds, Series 2016” (the “Bonds”) to: (i) refund all or a portion of the Refunded Bonds (the “Refunding”), (ii) pay for capital projects in the District (the “Projects”), and (iii) pay for the costs of issuance of and incidental expenses incurred in connection with the issuance of the Bonds, all for the benefit of the inhabitants of the District; and

WHEREAS, on October 27, 2015, the Board held a public hearing pursuant to the Bond Issuance Notification Act following notice published in the Daily Herald, a newspaper of general circulation in the District, on October 16, 2015; and

WHEREAS, the Board determines that it is necessary that the District borrow an aggregate amount not to exceed \$8,500,000 and issue the Bonds pursuant to 70 ILCS 1205/6-2; and

WHEREAS, the amount of outstanding non-referendum general obligation bonds of the District, including the proposed bonds, will not exceed 0.575% of the aggregate assessed valuation of all taxable property within the District; and

WHEREAS, the District is authorized to issue limited bonds payable from the debt service extension base, as defined in the Property Tax Extension Limitation Law, and the Bonds are being issued as limited bonds as provided in 30 ILCS 350/15.01; and

WHEREAS, the Board now finds that it is necessary and advisable to proceed forthwith to provide for the issuance of the Bonds;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Incorporation of Preamble. The Board hereby finds that all of the recitals contained in the preambles to this ordinance are full, true and correct and does hereby incorporate such recitals into this ordinance by this reference.

Section 2. Findings; Issuance of Bonds. The Board hereby finds and determines that it is necessary and in the best interest of the District that the Bonds be issued to fund the Refunding,

to fund the Projects, and to pay the costs of the District in connection with the issuance of the Bonds.

There shall be borrowed on the credit of and for and on behalf of the District, the aggregate principal amount of not to exceed \$8,500,000 and that the District shall issue in the name of the District the Bonds pursuant to the Park Code for the purpose of funding the Refunding, the Projects, and the costs of issuance of the Bonds.

The Bonds shall be issued in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof, or such other denomination upon the guidance of the District's municipal advisor, numbered consecutively from 1 upward and dated the date of delivery; and interest on the Bonds shall be payable on June 1, 2017, and semiannually thereafter. The Bonds shall be payable in lawful money of the United States of America, at the principal office of the Registrar and Paying Agent (as defined in Section 3 of this ordinance). The Bonds shall mature no later than on December 1, 2036, in the principal amount not to exceed \$8,500,000 and shall bear interest at a rate not to exceed 5.00% per annum (computed on a basis of a 360-day year of twelve 30-day months).

Interest on the Bonds shall be payable from the interest payment date to which interest has been paid next preceding the authentication date of the Bonds, unless the Bonds are authenticated after the fifteenth day preceding an interest payment date and on or before such interest payment date, in which case they shall bear interest from such interest payment date, or unless the Bonds are authenticated on or before May 15, 2017, in which case they shall bear interest from the original date until the principal shall be fully paid. All payments of interest on the Bonds shall be paid by check, mailed one business day prior to the interest payment date to the registered owners thereof as the names appear as of the fifteenth day of the month preceding the interest payment

date and at the addresses as they appear on the registration books kept by the Registrar and Paying Agent or at such other address as is provided to the Registrar and Paying Agent in writing by such registered owner.

The exact interest rates shall be set forth in a bond order executed by the Board President following the sale of the Bonds (the “Bond Order”).

Section 3. Registrar and Paying Agent. The President of the Board shall name either the treasurer of the District or a bank with an office in Illinois to serve as Registrar and Paying Agent for the Bonds (the “Registrar and Paying Agent”) in the Bond Order. The Registrar and Paying Agent is hereby charged with the responsibility of authenticating the Bonds.

Each Bond shall be transferable or exchangeable only upon the books of the District kept for that purpose at the designated corporate trust office of the Registrar and Paying Agent by the registered owner in person, or by its attorney duly authorized in writing, upon surrender of such Bond together with a written instrument of transfer or exchange satisfactory to the Registrar and Paying Agent duly executed by the registered owner, or its attorney duly authorized in writing, and thereupon a new fully registered bond or bonds in an authorized aggregate principal amount and of the same maturity, shall be executed and delivered in the name of the transferee or transferees or the registered owner, as the case may be, in exchange therefor. The costs of such transfer or exchange shall be borne by the District except for any tax or governmental charge required to be paid with respect to the transfer or exchange, which taxes or governmental charges are payable by the person requesting such transfer or exchange. The District and the Registrar and Paying Agent for the Bonds may treat and consider the person in whose name such Bonds are registered as the absolute owner thereof for all purposes, including for the purpose of receiving payment of, or on account of, the principal thereof and interest due thereon.

The Registrar and Paying Agent may at any time resign as registrar and paying agent upon giving 30 days' notice in writing to the District and by first class mail to each registered owner of the Bonds then outstanding, and such resignation will take effect at the end of such 30-day period or upon the earlier appointment of a successor registrar and paying agent by the District. Any such notice to the District may be served personally or sent by registered mail. The Registrar and Paying Agent may be removed at any time as registrar and paying agent by the District, in which event the District may appoint a successor registrar and paying agent. The District shall notify each registered owner of the Bonds then outstanding by first class mail of the removal of the Registrar and Paying Agent. Notices to the registered owners of the Bonds shall be deemed to be given when mailed by first class mail to the addresses of such registered owners as they appear on the registration books kept by the Registrar and Paying Agent.

Upon the appointment of any successor registrar and paying agent by the District, the President, the Treasurer or the Secretary are authorized and directed to enter into such agreements and understandings with such successor registrar and paying agent as will enable the institution to perform the services required of a registrar and paying agent for the Bonds. The President and Secretary are further authorized to pay such fees as the successor registrar and paying agent may charge for the services it provides as registrar and paying agent and such fees may be paid from the fund established to pay the principal and interest on the Bonds as fiscal agency charges.

Any predecessor registrar and paying agent shall deliver all of the Bonds and any cash or investments in its possession with respect thereto, together with the registration books, to the successor registrar and paying agent.

The District may determine that it is beneficial to the District to have the Bonds held by a central depository system pursuant to an agreement between the District and The Depository

Trust Company, New York, New York (the “Depository Trust Company”) and have transfers of the Bonds effected by book-entry on the books of the central depository system (“Book Entry System”). The Bonds shall be initially issued in the form of a separate single authenticated fully registered Bond for the aggregate principal amount of each separate maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the register kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company.

With respect to the Bonds registered in the register kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company, the District and the Registrar and Paying Agent shall have no responsibility or obligation to any other holders or owners (including any beneficial owner (the “Beneficial Owner”)) of the Bonds with respect to (i) the accuracy of the records of the Depository Trust Company, CEDE & CO., or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any bondholder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any notice with respect to the Bonds including any notice of redemption, or (iii) the payment to any bondholder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any amount with respect to the principal of, or premium, if any, or interest on the Bonds except as otherwise provided herein.

So long as the Bonds are registered in the name of CEDE & CO., as nominee of the Depository Trust Company, no person other than the Depository Trust Company shall receive an authenticated Bond evidencing an obligation of the District to make payments of the principal of and premium, if any, and interest on the Bonds pursuant to this ordinance. The District and the Registrar and Paying Agent may treat as and deem the Depository Trust Company or CEDE &

CO, to be the absolute bondholder of each of the Bonds for the purpose of (i) payment of the principal of and premium, if any, and interest on such Bonds; (ii) giving notices of redemption and other notices permitted to be given to bondholders with respect to such Bonds; (iii) registering transfers with respect to such Bonds; (iv) obtaining any consent or other action required or permitted to be taken of or by bondholders; (v) voting; and (vi) for all other purposes whatsoever. The Registrar and Paying Agent shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the order of the Depository Trust Company, and all such payments shall be valid and effective fully to satisfy and discharge the District's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. Upon delivery by the Depository Trust Company to the District of written notice to the effect that the Depository Trust Company has determined to substitute a new nominee in place of CEDE & CO., and subject to the provisions herein with respect to consents, the words "CEDE & CO." in this ordinance shall refer to such new nominee of the Depository Trust Company. Notwithstanding any other provision hereof to the contrary, so long as any Bond is registered in the name of CEDE & CO., as nominee of the Depository Trust Company, all payments with respect to the principal of and premium, if any, and interest on such Bonds and all notices with respect to such Bonds shall be made and given, respectively, to the Depository Trust Company as provided in a representation letter from the District to the Depository Trust Company (the "Blanket Issuer Letter of Representations").

Upon receipt by the District of written notice from the Depository Trust Company to the effect that the Depository Trust Company is unable or unwilling to discharge its responsibilities and no substitute depository willing to undertake the functions of the Depository Trust Company hereunder can be found which is willing and able to undertake such functions upon reasonable

and customary terms, then the Bonds shall no longer be restricted to being registered in the register of the District kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company, but may be registered in whatever name or names the bondholders transferring or exchanging the Bonds shall designate, in accordance with the provisions of this ordinance.

If the District determines that it is in the best interest of the bondholders that they be able to obtain certificates for the fully registered Bonds, the District may notify the Depository Trust Company and the Registrar, whereupon the Depository Trust Company will notify the Beneficial Owners of the availability through the Depository Trust Company of certificates for the Bonds. In such event, the Registrar shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by the Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever the Depository Trust Company requests the District and the Registrar and Paying Agent to do so, the Registrar and Paying Agent and the District will cooperate with the Depository Trust Company by taking appropriate action after reasonable notice to (i) make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's Depository Trust Company account, or (ii) arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

If the Bonds shall no longer be restricted to being registered in the name of the Depository Trust Company, the Registrar and Paying Agent shall cause said Bonds to be printed in blank in such number as the Registrar and Paying Agent shall determine to be necessary or customary; provided, however, that the Registrar and Paying Agent shall not be required to have such Bonds printed until it shall have received from the District indemnification for all costs and expenses associated with such printing.



Section 4. Redemption. The Bonds shall be subject to redemption as set forth in the Bond Order.

Section 5. Execution and Negotiability. Each of the Bonds shall be executed in the name of the District by the manual or facsimile signature of the President, and the seal of the District shall be affixed, imprinted, engraved or otherwise reproduced thereon and attested by the manual or facsimile signature of the Secretary; and these officials, by the execution of a General Certificate, shall adopt as and for their own proper signatures the facsimile signatures appearing on the Bonds. In case any officer whose signature or facsimile signature appears on the Bonds shall cease to be such officer before the delivery of the Bonds, the signature of such officer shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

The Bonds shall have all of the qualities and incidents of negotiable instruments under the laws of the State of Illinois, subject to the provisions for registration herein. The Bonds shall also be authenticated by the manual signature of the Registrar and Paying Agent and no Bond shall be valid or become obligatory for any purpose until the certificate of authentication thereon has been so executed.

Section 6. Form of Bonds. The form and tenor of the Bonds shall be substantially as follows, all blanks to be filled in properly prior to delivery:

REGISTERED  
NO R-

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF ILLINOIS  
COUNTY OF COOK  
HOFFMAN ESTATES PARK DISTRICT  
GENERAL OBLIGATION (LIMITED TAX) PARK BOND, SERIES 2016

Interest Rate      Maturity Date      Original Date      Authentication      CUSIP

Date

REGISTERED OWNER:

PRINCIPAL SUM:

The Hoffman Estates Park District, Cook County, Illinois (the "District"), for value received, hereby promises to pay to the Registered Owner named above or registered assigns, the Principal Sum set forth above on the Maturity Date set forth above (unless this bond be subject to and be called for redemption prior to maturity as hereinafter provided), and to pay interest hereon (computed on the basis of a 360-day year of twelve 30-day months) at the Interest Rate per annum stated above from the interest payment date to which interest has been paid next preceding the Authentication Date of this bond unless this bond is authenticated after the fifteenth day preceding an interest payment date and on or before such interest payment date in which case it shall bear interest from such interest payment date or unless this bond is authenticated on or before \_\_\_\_\_, in which case it shall bear interest from the Original Date, until the principal is paid, which interest is payable on June 1, 2017, and semiannual thereafter.

This bond is one of an authorized issue of General Obligation (Limited Tax) Park Bonds, Series 2016 (the "Bonds") of the District, of like date, tenor and effect, aggregating \$8,500,000; numbered consecutively from 1 up; issued for the purpose of paying the costs of the Refunding and the Projects (as defined in the Ordinance) and the costs of issuing the Bonds. This bond is issued pursuant to a Bond Ordinance adopted by the Board of Commissioners of said District (the "Board") on September 27, 2016, as supplemented by a Bond Order dated as of \_\_\_\_\_, 2016 (the Bond Ordinance, as supplemented by the Bond Order, the "Ordinance"), and in accordance with Park Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act, as amended from time to time, the proceeds of which Bonds are to be applied solely to pay the costs of the Projects and the Refunding and the payment of costs of issuance of the Bonds.

[The bonds are subject to optional redemption prior to maturity on any date on or after \_\_\_\_\_, 20\_\_].

This bond is transferable or exchangeable only upon the books of the District kept for that purpose at the designated corporate trust office of the Registrar and Paying Agent (as defined in the Ordinance) by the registered owner hereof in person, or by its attorney duly authorized in writing, upon surrender of this bond together with a written instrument of transfer or exchange satisfactory to the Registrar and Paying Agent duly executed by the registered owner, or its attorney duly authorized in writing, and thereupon a new fully registered bond or bonds in an authorized aggregate principal amount and of the same maturity, shall be executed and delivered in the name of the transferee or transferees or to the registered owner, as the case may be, in exchange therefor. The District, the Registrar and Paying Agent, and any other registrar or paying agent for this bond may treat and consider the person in whose name this bond is registered as the absolute owner hereof for all purposes, including for the purpose of receiving payment of, or on account of, the principal hereof and interest due hereon.

The Bonds shall be initially issued in a Book Entry System (as defined in the Ordinance). The provisions of this bond and of the Ordinance are subject in all respects to the provisions of the Blanket Issuer Letter of Representations (as defined in the Ordinance) between the District and The Depository Trust Company, or any substitute agreement, effecting such Book Entry System.

This bond is subject to defeasance prior to payment as provided in the Ordinance referred to herein. THE OWNER OF THIS BOND, BY THE ACCEPTANCE HEREOF, HEREBY AGREES TO ALL THE TERMS AND PROVISIONS CONTAINED IN THE ORDINANCE.

The bonds maturing in any one year are issuable only in fully registered form in the denomination of \$5,000 and increments thereof.

The principal of this bond is payable at the designated corporate trust office of the Registrar and Paying Agent. All payments of interest on this bond shall be paid by check, mailed one (1) business day prior to the interest payment date to the registered owner hereof as of the fifteenth day preceding the interest payment date at the address as it appears on the registration books kept by the Registrar and Paying Agent or at such other address as is provided to the Registrar and Paying Agent in writing by the registered owner. If payment of principal or interest is made to a depository, payment shall be made by wire transfer on the payment date in same-day funds. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The Registrar and Paying Agent shall wire transfer payments so such payments are received at the depository by 2:30 p.m. (New York City time). All payments on the bond shall be made in any coin or currency of the United States of America, which on the dates of such payment, shall be legal tender for the payment of public and private debts.

This bond is a general obligation of the District payable from ad valorem taxes to be levied on all taxable property within the District without limitation as to rate. The amount of said taxes that may be extended to pay this bond is, however, limited as provided by law to the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) (the "Base"). The District is authorized to issue from time to time additional limited bonds payable from the Base and additional non-referendum bonds payable from property taxes unlimited as to rate or amount, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds. This bond is negotiable, subject to registration provisions, pursuant to the laws of the State of Illinois.

It is hereby certified and recited that all acts, conditions and things required to be done precedent to and in the execution, issuance and delivery of this bond have been done and performed in regular and due form as provided by law; that the indebtedness of the District, including the issue of the Bond of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax sufficient to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

This bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been executed by an authorized representative of the Registrar.

IN WITNESS WHEREOF, the Hoffman Estates Park District, Cook County, Illinois, has caused this bond to be executed by the manual or facsimile signature of the President of the District, the seal of said District (or a facsimile thereof) to be affixed, imprinted, engraved or otherwise reproduced hereon and attested by the duly authorized manual or facsimile signature of the Secretary, all as of the Original Date identified above.

HOFFMAN ESTATES PARK DISTRICT  
COOK COUNTY, ILLINOIS

By: \_\_\_\_\_  
President, Board of Park Commissioners

By: \_\_\_\_\_  
Secretary, Board of Park Commissioners

(SEAL)

Countersigned

By: \_\_\_\_\_  
Treasurer, Board of Park Commissioners

REGISTRAR’S CERTIFICATION OF AUTHENTICATION

This bond is one of the Bonds described in the within-mentioned Ordinance.

\_\_\_\_\_, \_\_\_\_\_, Illinois

By: \_\_\_\_\_  
Authorized Representative

[End Form of Bond]

Section 7. Authorization for Preparation and Sale of the Bonds; Purchase Contract.

The Treasurer is hereby authorized and directed to have the Bonds prepared, and the President and the Secretary are hereby authorized and directed to execute and attest the Bonds in the form and manner provided herein. The Treasurer is hereby authorized and directed to deliver the Bonds to the purchaser thereof (the “Purchaser”), upon completion of negotiation of the terms of the sale and receipt of the purchase price therefor in the amount of not less than 99% of \$8,500,000. The

President and Secretary are hereby authorized to execute a contract for the sale of the Bonds containing terms not inconsistent with the terms of this Ordinance (the "Purchase Contract"), provided that (i) the President finds and determines that the Bonds will be sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law, (ii) the Purchase Contract is in the best interests of the District, and (iii) no person holding any office of the District, either by election or appointment, is in any manner financially interested directly, in his or her own name, or indirectly, in the name of any other person, association, trust or corporation, in the Purchase Contract. Before being issued, the Bonds shall be registered and numbered, such registration being made in a book provided for that purpose, in which shall be entered a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due. The Bonds shall be executed as in this ordinance provided as soon after the execution of the Purchase Contract as may be done, and thereupon the Bonds shall be deposited with the Treasurer who receives the taxes of the District, and be by said Treasurer delivered to the Purchaser upon receipt of the purchase price therefor.

The Bonds when fully paid for and delivered to the Purchaser, shall be the binding general obligations of the District. The proper officers of the District are hereby directed to sell the Bonds to the Purchaser and to do whatever acts and things which may be necessary to carry out the provisions of this ordinance.

Section 8. Official Statement. The President is authorized to approve a form of Preliminary Official Statement for the Bonds, or such other offering material relating to the issuance and sale of the Bonds upon the guidance of the District's municipal advisor, and to deem

it nearly final, and the President is hereby authorized and directed to execute the final Official Statement or other offering material after the sale of the Bonds to the Purchaser.

Section 9. Tax Levy. In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due and also pay and discharge the principal thereof at maturity, there shall be levied upon all the taxable property within the District a direct annual tax (the “Pledged Taxes”) for each of the years in which the Bonds are outstanding, in amounts sufficient for those purposes, and that there be and there is hereby levied upon all of the taxable property in the District, in addition to all other taxes, a direct annual tax in the years and amounts as set forth in the Bond Order.

Principal or interest coming due at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from current funds on hand of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the Purchaser and the holders of the Bonds that so long as the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy, unless the abatement of any particular tax levy amount has been provided for through the deposit of moneys in a segregated account, and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund (as defined in Section 12 of this ordinance) established to pay the principal of and interest on the Bonds.

The funds derived from the tax levy be and the same are hereby appropriated and set aside for the sole and only purpose of paying principal and interest on the Bonds when and as the same

become due. The funds from the sale of the Bonds be and they are hereby appropriated and set aside for the purposes hereinbefore set out.

If the District deposits funds from any lawful source into the Bond Fund, the Secretary shall file written direction with the County Clerk to abate the taxes by the amount so deposited, and such deposits shall be made prior to any such abatement being filed with the County Clerk. No Pledged Taxes may be abated unless and until the proper amount of such abatement has been deposited irrevocably into the Bond Fund and dedicated to the payment of the Bonds.

Section 10. Filing of Ordinance. Forthwith upon this ordinance becoming effective, the Secretary is hereby directed to file a certified copy of this ordinance, which certificate shall recite that this ordinance has been passed by the Board and published, with the County Clerk of Cook County (the "County Clerk"), and it shall be the duty of said County Clerk to ascertain in each tax year that the Bonds are outstanding the rate necessary to produce the tax herein and therein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in said years, in order to raise the amount aforesaid and in said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general corporate purposes of the District, and when collected, the taxes hereby levied shall be used only for the purpose of paying the principal of and interest on the Bonds.

Section 11. Bond Proceeds. A portion of the proceeds of the Bonds shall be used for the Refunding of the Refunded Bonds and shall be used solely for the Refunding. Any proceeds of the Bonds remaining upon completion of the Refunding shall be deposited in the Capital Project Fund (as defined in Section 13 of this ordinance) and used to fund the Projects and to pay costs of issuance.

Section 12. Bond Fund. There is hereby created and established a special fund of the District known as the “2016 Bond Fund” (the “Bond Fund”) to be held by the Treasurer, which is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the District by this ordinance. The Bond Fund shall be the fund for the payment of the principal of and interest on the Bonds at maturity or on interest payment dates or redemption. Any capitalized or accrued interest included in the proceeds of the sale of the Bonds shall be deposited in the Bond Fund for the payment of interest on the Bonds, and Pledged Taxes shall be deposited into the Bond Fund, as received, and shall be used solely and only for the payment of principal and interest on the Bonds when due (including any redemption). The Bonds are secured by a pledge of all moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the District are discharged under this ordinance.

Section 13. Capital Project Fund. There is hereby created and established a special fund of the District known as the “2016 Capital Project Fund” (the “Capital Project Fund”) to be held by the Treasurer of the District. Said fund is to be used for the financing of the Projects. In the event that any moneys remain in the Capital Project Fund upon completion of the Projects, the District shall use such money for additional capital improvements within the District or deposit the remaining moneys in the Bond Fund in which case such moneys shall be used to pay the principal of and interest on the Bonds on the earliest possible date.

Section 14. Escrow Fund. There is hereby established a special fund of the District known as the “Escrow Fund” to be held by the Treasurer. There shall be deposited in the Escrow Fund the proceeds of the Bonds in an amount sufficient to effect the Refunding. The Escrow



Fund shall be maintained separate and apart from all other accounts of the District. Moneys in the Escrow Account shall be used to complete the Refunding

Section 15. Additional Funds and Accounts. In addition to the funds established hereunder, the President is hereby authorized and directed to establish, and the Treasurer is further authorized to hold, any and all funds and/or accounts they deem necessary or convenient to the accomplishment of the purposes set forth in this ordinance.

Section 16. Defeasance of the Bonds. If, when the Bonds or a portion thereof shall have become due and payable in accordance with their terms or shall have been duly called for redemption or irrevocable instructions to call the Bonds or a portion thereof for redemption shall have been given, and the whole amount of the principal and the interest and the premium, if any, so due and payable upon all of the Bonds or a portion thereof then outstanding shall be paid; or (i) sufficient moneys or (ii) direct obligations of the United States of America (including obligations issued or held in book entry form on the books of the Department of the Treasury), the principal of and the interest on which when due will provide sufficient moneys for such purpose, shall be held in trust for such purpose, and provision shall also be made for paying all fees and expenses for the redemption, then and in that case the Bonds or any designated portion thereof issued hereunder shall no longer be deemed outstanding or entitled to any pledge of the Pledged Taxes made herein.

Section 17. Amendments with Consent of Bondholders. Subject to the terms and provisions contained in this section, and not otherwise, the owners of not less than sixty-six and two-thirds percent (66 <sup>2</sup>/<sub>3</sub>%) in aggregate principal amount of the Bonds issued pursuant to this ordinance and then outstanding shall have the right from time to time, anything contained in this ordinance to the contrary notwithstanding, to consent to and approve the adoption by the District

of such ordinance or ordinances supplemental hereto or amendatory hereof, as shall be deemed necessary or desirable by the District for the purpose of modifying, altering, amending, adding to or rescinding in any particular manner any of the terms or provisions contained in this ordinance, or in any supplemental ordinance; provided, however, that nothing herein contained shall permit or be construed as permitting:

(a) An extension of the maturity of the principal of or interest on any Bond issued pursuant to this ordinance; or

(b) A reduction in the principal amount of any Bond or the rate of interest thereon; or

(c) A preference or priority of any Bond or Bonds issued pursuant to this ordinance over any other Bond or Bonds issued pursuant to the provisions of this ordinance; or

(d) A reduction in the aggregate principal amount of the Bonds required for consent to such supplemental ordinance.

If the owners of not less than sixty-six and two-thirds percent ( $66 \frac{2}{3}\%$ ) in aggregate principal amount of the Bonds outstanding at the time of adoption of such supplemental ordinance shall have consented to and approved the adoption thereof by written instrument to be maintained on file in the office of the Secretary, no owner of any Bond issued pursuant to this ordinance shall have any right to object to the adoption of such supplemental ordinance or to object to any of the terms and provisions contained therein or the operation thereof, or in any manner to question the propriety of the adoption thereof, or to enjoin or restrain the District from adopting the same, or from taking any action pursuant to the provisions thereof. Upon the adoption of any supplemental ordinance pursuant to the provisions of this section, this ordinance shall be, and shall be deemed, modified and amended in accordance therewith, and the respective

rights, duties and obligations under this ordinance of the District and all owners of Bonds then outstanding, shall thereafter be determined, exercised and enforced in accordance with this ordinance, subject in all respects to such modifications and amendments. Notwithstanding anything contained in the foregoing provisions of this ordinance, the rights and obligations of the District and of the owners of the Bonds authorized by this ordinance, and the terms and provisions of the Bonds and this ordinance, or any supplemental or amendatory ordinance, may be modified or altered in any respect with the consent of the District and the consent of the owners of all the Bonds then outstanding:

Section 18. Tax Covenants. In order to preserve the exclusion of interest on the Bonds from gross income for federal tax purposes under Section 103 of the Internal Revenue Code of 1986 as existing on the date of issuance of the Bonds (the “Code”) and as an inducement to purchasers of the Bonds, the District represents, covenants and agrees that:

(a) The projects financed with the proceeds of the Refunded Bonds will be available for use by members of the general public. Use by a member of the general public means use by natural persons not engaged in a trade or business. No person or entity, other than the District or another state or local governmental unit, will use more than ten percent (10%) of the proceeds of the Bonds or property financed by the Bond proceeds other than as a member of the general public. No person or entity other than the District or another state or local governmental unit will own property financed by Bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract, an arrangement such as a take-or-pay or output contract or any other type of arrangement that conveys other special legal entitlements and differentiates that person’s or entity’s use of such property from the use by the general public, unless such uses in the aggregate relate to no more than ten percent (10%) of the

proceeds of the Bonds. If the District enters into a management contract for the Projects, the terms of the contract will comply with IRS Revenue Procedure 97-13, as it may be amended, supplemented or superseded from time to time, so that the contract will not give rise to private business use under the Code and the Regulations, unless such use in aggregate relates to no more than ten percent (10%) of the proceeds of the Bonds.

(b) No more than ten percent (10%) of the payment of the principal of or interest on the Bonds will be (under the terms of the Bonds, this ordinance or any underlying arrangement), directly or indirectly, (i) secured by any interest in property used or to be used for a private business use or payments in respect of such property or (ii) derived from payments (whether or not to the District) in respect of such property or borrowed money used or to be used for a private business use.

(c) No more than five percent (5%) of the Bond proceeds will be loaned to any entity or person other than a state or local governmental unit. No more than five percent (5%) of the Bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the Bond proceeds.

(d) The District reasonably expects, as of the date hereof, that the Bonds will not meet either the private business use test described in paragraphs (a) and (b) above or the private loan test described in paragraph (c) above during the entire term of the Bonds.

(e) No more than five percent (5%) of the proceeds of the Bonds will be attributable to private business use as described in (a) and private security or payments described in (b) attributable to unrelated or disproportionate private business use. For this purpose, the private business use test is applied by taking into account only use that is not related to any government

use of proceeds of the issue (Unrelated Use) and use that is related but disproportionate to any governmental use of those proceeds (Disproportionate Use).

(f) Neither the District nor the Board will take any action or fail to take any action with respect to the Bonds that would result in the loss of the exclusion from gross income for federal tax purposes on the Bonds pursuant to Section 103 of the Code, nor will the District or the Board act in any other manner which would adversely affect such exclusion.

(g) It shall not be an event of default under this ordinance if the interest on any Bond is not excludable from gross income for federal tax purposes or otherwise pursuant to any provision of the Code which is not currently in effect and in existence on the date of issuance of the Bonds.

(h) The District certifies that to the extent necessary to preserve the exclusion from gross income of interest on the Bonds for federal tax purposes, it will rebate any arbitrage profits to the United States of America in accordance with Section 148(f) of the Code and the Regulations promulgated thereunder.

(i) These covenants are based solely on current law in effect and in existence on the date of delivery of such Bonds. The District hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President and the Secretary, to make such further covenants and certifications as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be excludable from gross income for federal income tax purposes. In connection therewith, the District further agrees: (a) through its officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds; (c) to pay to the United States, as necessary, such

sums of money representing required rebates of excess arbitrage profits relating to the Bonds as required pursuant to Section 148 of the Code and the regulations promulgated thereunder; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, municipal advisors, attorneys, and other persons to assist the District in such compliance.

Section 19. Noncompliance with Tax Covenants. Notwithstanding any other provisions of this ordinance, the covenants and authorizations contained in this ordinance (the “Tax Sections”) which are designed to preserve the exclusion of interest on the Bonds from gross income under federal law (the “Tax Exemption”) need not be complied with if the District receives an opinion of nationally recognized bond counsel that any Tax Section is unnecessary to preserve the Tax Exemption.

Section 20. Registered Form. The District recognizes that Section 149(a) of the Code requires the Bonds to be issued and to remain in fully registered form in order that interest thereon is exempt from federal income taxation under laws in force at the time the Bonds are delivered, In this connection, the District agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 21. Professional Services. The District shall retain Austin Meade Financial Ltd. to serve as municipal advisor and Taft Stettinius & Hollister LLP to serve as bond counsel in connection with the issuance of the Bonds.

Section 22. Severability. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

Section 23. Publication. The Secretary is hereby authorized and directed to publish this ordinance in pamphlet form and to file copies thereof for public inspection in his/her office.

Section 24. Conflicting Ordinances. All ordinances, resolutions and parts of ordinances and resolutions, in conflict herewith are hereby repealed.

Section 25. Headings. The headings or titles of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect of this ordinance.

Section 26. Effective Date. This ordinance shall be in full force and effect from and after its adoption and publication.

ADOPTED this 27th day of September, 2016, by a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 27th day of September, 2016.

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President, Board of Park Commissioners  
Hoffman Estates Park District

ATTEST:

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Secretary, Board of Commissioners  
Hoffman Estates Park District

## HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 16-103

To: A&F Committee  
From: Dean Bostrom, Executive Director  
Craig Talsma, Deputy Director/Director of Admin & Finance  
Eric Leninger, HR Manager  
Date: September 12<sup>th</sup>, 2016  
Re: HE Parks Policy Manual Review /Approval and Amendments

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### **Background:**

During 2016, multiple employment laws have been revised. As a result, HEPD is updating policies in order to maintain legal compliance with all federal and state laws. In addition, HEPD is enacting/revising policies pertaining to items required for our accreditation with IAPD/IPRA. Affected policies include: child bereavement Leave Act, bid/purchasing limits, non-budgeted emergency procurement, drone usage, smoking, military discounts, transgender individuals, payment card industry (PCI) security, cyber security, guidelines for employee conduct, grievance, legal bidding, and commissioner use of HEPD facilities/services.

### **Implications:**

Child Bereavement Act Illinois Public Act 99-0703), effective upon Board approval: Employees eligible for benefits under the Family and Medical Leave Act are afforded additional time-off in the event of the death of a child. This policy is updated in order to maintain legal compliance.

Purchasing Authority (Illinois Public Act 99-0771), effective upon Board approval: The threshold for purchases and expenditures requiring the legal bidding process is raised from \$20,000 to \$25,000. In addition, purchasing levels are revised in order to ensure District staff has adequate purchasing power to maintain smooth operations.

Non-Budgeted Emergency Purchasing Policy, effective upon Board approval: This policy, which is required for accreditation, will allow for reallocation of budgeted funds to be made after the first six months of the annual budget according to state law. The ability to reallocate budgeted expenses will maintain the integrity of the budget while providing flexibility for areas where additional revenue has been earned thereby requiring additional expenses, and for times of unforeseen emergency required purchases.

Permit Requirement / Operation of aviation apparatuses, effective upon Board approval: Drones are added to the list of banned aviation apparatuses on District grounds.

Personal use of drones continues to rise. The District conducted research and found that while nearby park districts have also banned drones; many forest preserve districts have designated sites for the use of unmanned aviation apparatuses, including drones. Improper use of drones could pose a safety and security threat to HE Parks patrons. Individuals wishing to operate a drone will be directed to the Cook County Forest Preserve Northwest Division model airplane



flying site, located on Shoe Factory Road just south of Higgins Road, where the operation of drones is permitted.

Smoke-Free Campus, effective January 1, 2017: All District grounds will become smoke-free with the exception of the Bridges of Poplar Creek Country Club (BPC).

The District conducted a survey of Illinois Park and Recreation organizations in 2015, (results are attached), and found that a growing number of park districts have now become entirely smoke free. The survey does reflect District's reporting entirely smoke free; however upon further inquiry it was found that most that have golf courses have exempted that facility. For example, Wheeling and Wheaton have gone entirely smoke-free in order to benefit the health and wellness of park patrons. However, both Chevy Chase (Wheeling) and Arrowhead (Wheaton) golf courses are exempt.

A smoke free park system directly supports our mission "to provide healthy and enjoyable activities" in our facilities and parks. Staff believes that maintaining a smoke-free campus will benefit the health, wellness, and enjoyment of HE Parks patrons; however, a smoking ban at BPC would have a detrimental effect on the usage of and revenue generated by this facility.

Staff is requesting an effective date of January 1, 2017 to allow for an appropriate transition period to educate staff, patrons, and members, and to allow for appropriate receptacles to be located at District boundaries where smoking still may occur. If approved we would also educate the community through an article in the next Park Perspectives as well as additional required advertising and signage.

Military Discount, effective upon Board approval: Military discounts are becoming more prevalent in both parks and recreation and the business world as a whole. As a token of appreciation for the men and women who serve our Country, active and reserve members of the armed forces, including their immediate household family members, will be eligible for a 20% discount on HE Parks program registrations, memberships, and daily fees.

Transgender Policy, effective upon Board approval: Transgender individuals are protected by Federal and State laws, including civil rights laws. HE Parks ensures that a transgender individual, who may be an employee, patron, or facility user, will be afforded all legal protections. As laws regarding transgender individuals are still evolving staff anticipates updating the policy in the future upon further guidance from legal counsel.

Payment Card Industry (PCI) Security Standards Policy, effective upon Board approval: The PCI standards policy is required for District accreditation. The policy assists patrons in understanding how HE Parks collects, uses, and safeguards personal information provided during the registration process for programs, activities, and services.

Cyber Security (formerly Computer Network Policy), effective upon Board approval: Additional verbiage pertaining to network password strength and password expiration schedules is required for District accreditation. Requiring stronger passwords and for passwords to be reset every 90 days will help ensure the safety and security of all electronic data for the District.

Guidelines for Employee Conduct, effective upon Board Approval: This policy has been updated to meet District accreditation by specifying the steps taken to ensure all employees have access to and are notified whenever a District policy is updated or added.

Grievance procedure / Review of Dismissal, effective upon Board approval: Legal counsel recommended updates to the grievance procedure, and noted inconsistencies between the grievance procedure and review of dismissal procedure in the personnel policy manual. The revised grievance procedure is attached, and the review of dismissal procedure has been stricken, referring the reader back to the grievance procedure.

Legal Bidding Procedure, effective upon Board approval: The legal bidding procedure is updated in order to fully reflect all requirements and exceptions specified in the law.

Commissioner use of District facilities and services, effective upon board approval: Park Board Commissioner use of HE Parks facilities and services is governed by Ordinance No. O12-07, which was previously passed in 2012. This should be reflected in the policy manual.

Fair Labor Standards Act salary threshold for exempt status, effective December 1, 2016: The annual salary threshold to qualify for exempt employee status will be raised from \$23,660 to \$47,476. **The increased threshold does not require any updates to current HE Parks policies.** Individual employees who potentially would need to be re-classified from exempt to non-exempt as a result of the updated salary threshold have been identified and appropriate action will be taken prior to the law's effective date of December 1, 2016 (Currently this affects about eight current employees).

#### **Additional Future Considerations:**

The Local Government Travel Expense Control Act, effective January 1, 2017: HE Parks is aware of the requirements of the Act. Once guidance for proper ordinance verbiage from legal counsel is received, HE Parks will update its policies and procedures accordingly prior to the January 1, 2017 date.

Cook County Sick Leave Policy, effective July 1, 2017: **\*\*Not passed yet\*\*** According to the new ordinance for Cook County, an employee who "works at least 80 hours for an employer within any 120-day period" would earn paid sick time. Under the proposal, eligible workers would accrue one hour of paid sick time for every 40 hours worked. Employees in the county would earn up to 40 hours of paid sick leave over one year, and carry as much as 20 hours of unused paid sick time into the next year.

HE Parks currently offers personal time off (PTO) to its employees that work over 1000 hours per year. This would meet the requirements of the new standard. The District, however, also has approximately 550 additional employees working under the 1000 hour threshold. Based on the hours worked in 2015 this will mean an approximate benefit to be allocated to these individuals at a total cost of \$50,000 per year based on an average wage. If approved, this will be included in the 2017 budget, and our policy will be updated accordingly if required.

## **Attachments**

Attached are the policy revision updates. Only the sections of each policy that required updating are presented. The new items are highlighted in yellow and any redactions are shown with a strike through. All other policies of the District's Policy Manual remain unchanged as previously Board reviewed and approved. Also attached are the previously mentioned results of the park district smoking survey.

Additionally a link to our current Policy Manual (including Section 11 the Personnel Policy Manual) has been included. These are the already approved manuals and do not include the proposed amendments. These will be added if Board approved.

## **Recommendation:**

That the A&F committee recommends to the full Board approval of the District's Policy Manual (including the District's Personnel Policy Manual, Section 11) as amended with the attached additions/revisions.

[Click here to access Policy Manual](#)

## Attachment to Hoffman Estates Park District Memorandum # 16-103

### Child Bereavement Leave

Personnel Policy Manual Page 46, Section XIV – Family and Medical Leave

All employees eligible for leave under the federal Family and Medical Leave Act of 1993 (FMLA) shall be eligible for bereavement leave in accordance with the Child Bereavement Leave Act, which provides up to a maximum of 2 weeks (10 working days) of unpaid bereavement leave to: (1) attend the funeral or alternative to a funeral of a child; (2) make arrangements necessitated by the death of a child; or (3) grieve the death of a child.

The Child Bereavement Leave Act defines “child” as an employee’s son or daughter who is a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis.

Eligible employees may elect to substitute accrued and unused paid leave for unpaid leave for bereavement leave under the Child Bereavement Leave Act.

### Purchasing Authority

Policy Manual Page 69, Section 7.13 – Purchase Requisition System

Based on the total dollar amount of the PO, the following progressive level of approval is required.

Manager	\$1 ( <del>up to \$500</del> ) (up to \$1,000)
Division Director	\$500 ( <del>up to \$2,500</del> ) (up to \$5,000)
Finance Director	\$2,500 ( <del>up to \$7,500</del> ) (up to \$15,000)
Executive Director	\$7,500 ( <del>up to \$20,000</del> ) (up to \$25,000)
Board of Commissioners	<del>\$20,000</del> (above \$25,000)

All budgeted purchases over \$1,000 but less than \$5,000 require at least three (3) competitive quotes whenever possible. All purchases over \$5,000 but less than ~~\$20,000~~ \$25,000 require three (3) competitive written quotes whenever possible or may still be bid if in the interest of the District.

All quote information must be included as a comment on the purchase order and written quotes must be submitted to the business office.

Additionally in lieu of quotes or bids for purchases up to ~~\$20,000~~ \$25,000, the District may utilize the official state issued bid program or may utilize District approved joint purchasing programs.

Policy Manual Page 70, Section 7.14 – Legal Bidding Procedures

Purchase of goods or services estimated to exceed ~~\$20,000~~ \$25,000 in value shall follow these legal bidding procedures and/or requirements as provided by law; whichever are more restrictive:

Policy Manual Page 16, Section 4.1.02 – Primary Functions of the Board

4.1.02.13 Approves contracts and expenditures to individual vendors which exceed ~~\$20,000~~ \$25,000.

Policy Manual Page 25, Section 4.2.14 – Director Authority / Board Relationship

4.2.14.04 Approval of contracts and expenditures to individual vendors less than ~~\$20,000~~ \$25,000.

**Non-Budgeted Emergency Purchase Procedure Policy 7.32**

In certain situations transfers between line items in the budget may be necessary to cover the cost of unanticipated or emergency purchases. This may also include the need to make additional purchases or expenditures due to a related increase in revenues over anticipated amounts. Emergency purchases (non-budgeted) up to \$25,000 require the Executive Director's approval. These purchase will be appropriately categorized in an unbudgeted account to then follow the below process to amend the budget to reallocate funds to cover such purchases. Emergency purchases over \$25,000 are addressed in the Purchasing Policy and require Board approval by a ¾ vote. If the purchase must be made prior to a Board meeting then this vote may be taken by the Executive Direct by phone or electronically and then ratified at the next regular Board meeting.

The Board may from time to time make transfers between the various items in any fund in such appropriation ordinance not exceeding in the aggregate 10% of the total amount appropriated in such fund by such ordinance, and may amend such budget and appropriation ordinance from time to time by the same procedure as is herein provided for the original adoption of a budget and appropriation ordinance; provided that nothing in this Section shall be construed to permit transfers between funds required by law to be kept separate. However, during any fiscal year, the governing body of any Park District may adopt a supplemental

appropriation ordinance subsequent to the adoption of the annual appropriation ordinance for that fiscal year in an amount not to exceed the aggregate of any additional revenue available to the Park District or estimated to be received by the Park District. The provisions of this Section regarding publication, notice, and public hearing shall not apply to the supplemental ordinance or to the budget document forming the basis of the ordinance.

After the first 6 months of any fiscal year have elapsed the board may by two-thirds vote transfer from any appropriation item its anticipated unexpended funds to any other item of appropriation, theretofore made, and the item to which said transfer is made may be increased to the extent of the amount so transferred.

### **Permit Requirement (Drones)**

*Policy Manual Page 102, Section 9.4.3 – Permit Requirement*

No person shall, without a permit and paying appropriate fees:

- k. bring, land or cause to ascent or descent or alight on District property, any airplane, helicopter, flying machine, balloon, parachute, model aircraft, **drone**, or other apparatus for aviation;

### **Smoke Free Policy**

*Policy Manual Page 100, Section 9.3.20 – Smoking*

- 1.) **With the exception of the Bridges of Poplar Creek Country Club, Hoffman Estates Park District is entirely smoke-free.** No person shall smoke, burn, or exhale any cigar, cigarette, pipe, electronic-cigarette or any other device designed to inhale and/or exhale tobacco or any vaporizer related products (hereinafter “smoking”) ~~within any building~~ **while on District property other than the Bridges of Poplar Creek Country Club.**
- 2.) **While at the Bridges of Poplar Creek Country Club,** no person shall engage in smoking within a building, in violation of the “Smoke Free Illinois Act” 410 ILCS 82/1 et seq., as may be amended from time to time. All Buildings, enclosed areas, and facilities will have a designated smoking area. The designated smoking are will be within 50 feet (50’) of any public entrance/exit to the building, enclosed area, or facility, not including designated emergency exits. Except for the designated smoking area, smoking shall be prohibited within fifteen feet (15’) of all public sidewalks, walkways, or plaza areas adjacent to an enclosed area, and within fifteen feet (15’) of mechanical air intakes at

any building or facility or which would serve as a means of public ingress or egress to an enclosed area, building, or facility. ~~Cannon Crossings and Sycamore Park Restroom/Concession Facilities will not have a designated smoking area as the facilities are located within fifty feet (50') of the athletic fields.~~

- 3.) Smoking is prohibited within fifteen feet (15') of any outdoor eating establishment or facility **at The Bridges of Poplar Creek Country Club.** ~~on park district property.~~
- 4.) Smoking is prohibited within fifty feet (50') of all designated program or special event areas **at The Bridges of Poplar Creek Country Club** ~~on park district property and all athletic fields, hard court playing surfaces, bleachers and playgrounds.~~
- 5.) Smoking is prohibited in/on any park district equipment or vehicle.
- 6.) All personnel (staff, vendors, outside contractors, volunteers) are prohibited from smoking while working directly with the public.

Personnel Policy Manual Page 12, Smoking

Smoking: Smoking of any type and the use of electronic e-cigarettes or vapor emitters is prohibited on District property (**with the exception of Bridges of Poplar Creek Country Club**), in or on any District building, facility, equipment, or vehicle or while working directly with the public. See Policy Manual Chapter 9.3.20

## **Military Discount Policy**

Policy Manual Page 82, Section 8.4 – Establishing Fees: Special Situations and Groups

H. Military Discount

**Active members of the United States Armed Forces (Army, Navy, Air Force, Marines, Coast Guard), and their immediate household family members, are eligible for a 20% discount on program registrations and memberships. Proof of active service / leave authorization form must be provided at the time of registration.**

## **Transgender Policy**

*To be inserted into policy manual and personnel policy manual.*

All transgender employees, patrons, and participants are afforded all protections as provided by Federal and State laws, including civil rights laws. Each situation of employment, facility usage, or program participation will be evaluated on a case-by-case basis in order to ensure the rights of all parties involved are recognized and protected.

## **Payment Card Industry (PCI) Security Standards Policy 5.24**

### **Our Commitment to Privacy**

Our Privacy Policy was developed as an extension of our commitment to combine the highest-quality products and services with the highest level of integrity in dealing with our clients and partners. The Policy is designed to assist you in understanding how we collect, use, and safeguard the personal information you provide to us and to assist you in making informed decisions when using our site, products, and services. This statement will be continuously assessed against new technologies, business practices, and our customers' needs.

### **What Information Do We Collect?**

When you visit our website you may provide us with two (2) types of information:

1. Personal Information you knowingly choose to disclose that is collected on an individual basis.
2. Website Use Information collected on an aggregate basis as you and others browse our Website.

### **1. Personal Information You Choose to Provide**

For example, you may need to provide the following information:

- Name
- Mailing address
- Email address
- Home and/or business phone number
- Credit card number
- Other personal information

If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses. We provide the same



protections for these electronic communications that we employ in the maintenance of information received by mail and telephone.

## **2. Website Use Information**

Similar to other commercial websites, our website utilizes "cookies" (see explanation below, "What Are Cookies?") and web server logs to collect information about how our website is used. Information gathered through cookies and web server logs may include the date and time of visits, the pages viewed, and time spent on our website. This information is collected on an aggregate basis. None of this information is associated with you as an individual.

### **How Do We Use the Information That You Provide to Us?**

Broadly speaking, we use personal information for purposes of administering our business activities, providing customer service, and making available other products and services to our customers and prospective customers. Occasionally, we may also use the information we collect to notify you about important changes to our website, as well as new services and special offers we think you will find valuable. The lists used to send you product and service offers are developed and managed under our traditional corporate standards designed to safeguard the security and privacy of our customers' personal information.

### **What Are Cookies?**

Cookies are a feature of internet browsers that allows web servers to recognize the computer used to access a website. Cookies are small pieces of data that are stored by a user's internet browser on the user's hard drive. Cookies can remember what information a user accesses on one web page to simplify subsequent interactions with that website by the same user or to use the information to streamline the user's transactions on related web pages. This makes it easier for a user to move from different web pages to complete commercial transactions over the internet. Cookies should make your online experience easier and more personalized.

### **How Do We Use Information We Collect from Cookies?**

We use internet browser software tools such as cookies and web server logs to gather information about our website users' browsing activities, in order to constantly improve our website and better serve our customers. This information assists us to design and arrange our web pages in the most user-friendly manner and to continually improve our website to better meet the needs of our current customers as well as prospective customers.

Cookies help us collect important business and technical statistics. The information in the cookies lets us trace the paths followed by users to our website as they move from one page to another. Web server logs allow us to count how many people visit our website and evaluate our

website's visitor capacity. We do not use these technologies to capture your individual email address or any personally identifiable information about you although they do permit us to send focused online banner advertisements or other such responses to you.

### **Sharing Information with Third Parties**

We do not share, rent, or trade information with third parties for their promotional purposes. We may enter into alliances, partnerships or other business arrangements with third parties who may be given access to personal information including your name, address, telephone number and e-mail for the purpose of providing you information regarding products and services that we think will be of interest to you.

We also use third parties to facilitate our business, including, but not limited to, sending e-mail and processing credit card payments. In connection with these offerings and business operations, our partners and other third parties may have access to your personal information for use in connection with business activities.

### **How Do We Protect Your Information?**

#### **Payment Card Industry Data Security Standard (PCI DSS)**

The PCI DSS is a set of data security requirements established and governed by VISA, MasterCard, American Express and Discover to protect cardholder account information. PCI DSS includes best practices to identify vulnerabilities, processes, procedures, and website configurations. These practices help us protect ourselves against security breaches, safeguard your data, and protect the integrity of electronic payments. Annually we complete a PCI self-assessment questionnaire as well as undergo a monthly vulnerability scan performed by Trustwave in order to maintain our PCI certification. Maintaining our compliance helps to build the right security to protect your customer data and prevent theft and fraud.

#### **Secure Information Transmissions**

E-mail is not recognized as a secure medium of communication. For this reason, we request that you do not send private information to us by e-mail. Some of the information you may enter on our website may be transmitted securely via Secure Sockets Layer SSL, 128-bit encryption services. Pages utilizing this technology will have URLs that start with HTTPS instead of HTTP.

#### **Certain Disclosures**

We may disclose your personal information if required to do so by law or subpoena or if we believe that such action is necessary to (a) conform to the law or comply with legal process served on us or Affiliated Parties; (b) protect and defend our rights and property, the Site, the

users of the Site, and/or our Affiliated Parties; (c) act under circumstances to protect the safety of users of the Site, us, or third parties.

### **What About Other Websites Linked to Our Website?**

We are not responsible for the practices employed by websites linked to or from our website nor the information or content contained therein. Often, links to other websites are provided solely as pointers to information on topics that may be useful to the users of our website. Please remember that when you use a link to go from our website to another website, our Privacy Policy is no longer in effect. Your browsing and interaction on any other website, including websites which have a link on our website, is subject to that website's own rules and policies. Please read over those rules and policies before proceeding.

### **Your Consent**

By using our website you consent to our collection and use of your personal information as described in this Privacy Policy. If we change our privacy policies and procedures, we will post those changes on our website to keep you aware of what information we collect, how we use it and under what circumstances we may disclose it.

We reserve the right to modify this privacy statement at any time, so please review it frequently. If we make material changes to this policy, we will notify you here, by email, or by means of a notice on our home page.

### **Customer Surveys**

From time to time, we may conduct customer satisfaction surveys concerning our services, programs and usability functions related to our website in order to improve our services and programs. We welcome customer feedback, always, but the contact information requested in the survey is optional. We also occasionally share this survey data with third parties, but only in a cumulative, statistical format, without disclosing any personal or identifiable information.

### **Security**

The security of your personal information is important to us. When you enter sensitive information (such as credit card number) electronically on our registration or order forms, or have your credit/debit card swiped at one of our designated service desks, we encrypt that information using secure socket layer technology (SSL) encryption protocol as provided by our gateway processor. To learn more about SSL, follow this link <http://www.geotrust.com/> Sensitive information (such as credit card or financial institution numbers) provided handwritten is entered in 3<sup>rd</sup> party gateway software as quickly as possible. Once this information has been processed, the written information is rendered unreadable with the exception of the

first 4 and last 2 digits. Those digits are kept only as a means of identifying to the customer which information was supplied. Even after the information is rendered unreadable, these documents are kept in a secure environment.

We follow generally accepted industry standards to protect the personally identifiable information submitted to us, both during transmission and once we receive it. No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, while we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

## **Cyber Security Policy (formerly Computer Network Policy) Policy 5.23**

*Policy manual, Page 52 Section 5.23*

### **VPN, Remote Access, & Passwords**

#### **Network Login / Computer Passwords.**

- Passwords expire every 90 days.
- Users cannot reuse their past ten (10) passwords.
- Users have twelve (12) attempts before their account becomes locked out. If it is locked out there is a 30min wait time before they can try again. The user can also contact IT support for immediate help.
- The password cannot contain any part of the user's login account name or full name.
- Be at least eight (8) characters in length
- Contain characters from three of the following four categories:
  - English uppercase characters (A through Z)
  - English lowercase characters (a through z)
  - Base 10 digits (0 through 9)
  - Non-alphabetic characters (for example, !, \$, #, %)

## **Guidelines for Employee Conduct**

*Policy Manual Section 11; Personnel Policy Manual Section VII*

Compliance with District Policies and Procedures: You are required to comply with all policies and procedures established by the Board, Immediate Supervisors, and Directors of the District.

All employees will be given access to the District's shared drive and be required to review and understand the District's Policy Manual. Each employee must do so and acknowledge this by signing off on the District's "Policy Manual Acknowledgement Form".

Whenever there is a new or updated policy for the District approved by the Board, such policy will be updated on the shared drive by the Administrative Assistant. This update will then be electronically communicated to all supervisory staff by the HR Manager. Supervisory staff will be required to share the policy with all of their employees and respond electronically to the HR Manager that this has been completed.

## **Grievance Procedure**

*Personnel Policy Manual, Page 25*

Grievances: The following grievance procedure has been established to provide you with a review mechanism in connection with terms and conditions of employment ~~except for disciplinary actions which is covered under Section VIII, Disciplinary Actions and Separations.~~ With the exception of complaints and grievances initiated by District, complaints and grievances will receive final determination by the **Executive** Director.

1. If you have a grievance, discuss the matter with your Immediate Supervisor. Resolution of grievances is strongly encouraged at this level.
2. If your grievance is not resolved by your Immediate Supervisor, you may submit your grievance in writing to your Division Director within five (5) working days after receipt of your Immediate Supervisor's written response. Your Division Director will investigate the matter and respond to you in writing within five (5) working days following his receipt of your written grievance regarding the disposition of your grievance and stating the reasons for such disposition.
3. If your grievance is not resolved by your Division Director, your grievance may be submitted in writing to the **Executive** Director, within five (5) working days after receipt of the Division Director's written response. The **Executive** Director will investigate the matter and respond in writing within five (5) working days following his receipt of your

written grievance regarding his disposition of the matter and stating the reasons for such disposition. The decision of the Executive Director will be final in all cases, except for grievances initiated by a Division Director.

4. If a grievance initiated by a Division Director is not resolved by the Executive Director, a Division Director may submit the grievance in writing to the Board of Directors. The Board of Directors will investigate the matter and respond in writing within 30 (thirty) calendar days following receipt of the grievance. The decision of the Board of Directors will be final.

The District's failure to strictly adhere to the time suggestions stated above will not affect the resolution of the grievance.

There will be no discrimination or retaliation against an employee if he, in good faith, processes a grievance through this procedure or, in good faith, testifies, assists or participates in a grievance procedure investigation.

Any complaint of harassment brought to the attention of a Division Director or the Human Resource Manager will be forwarded to the Executive Director. All such complaints will be taken seriously and investigated. Any employee that is found to have made a frivolous or false complaint shall be subject to disciplinary action up to and including dismissal.

## **Legal Bidding Procedure**

### *Policy Manual Page 70, Section 7.14 – Legal Bidding Procedures*

To acquire by gift, legacy, or purchase any personal property necessary for its corporate purposes provided that all contracts for supplies, materials or work involving an expenditure in excess of \$25,000 shall be let to the lowest responsible bidder, considering conformity with specifications, terms of delivery, quality, and service ability, after due advertisement, excepting contracts which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part, contracts for the printing of finance committee reports and departmental reports, contracts for the printing or engraving of bonds, tax warrants and other evidences of indebtedness, contracts for duplicating machines and supplies, contracts for goods or services procured from another governmental agency, purchases of equipment previously owned by some entity other than the district itself, and contracts for the purchase of magazines, books, periodicals, pamphlets and reports and

exception where funds are expended in an emergency and such emergency expenditure is approved by  $\frac{3}{4}$  of the members of the board.

All competitive bids for contracts involving an expenditure in excess of \$25,000 must be sealed by the bidder and must be opened by a member or employee of the park board at a public bid opening at which the contents of the bids must be announced. Each bidder must receive at least 3 day's notice of the time and place of the bid opening.

For purposes of this section, "due advertisement" includes, but is not limited to, at least one public notice at least 10 days before the bid date in a newspaper published in the district or, if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.

Purchases of goods or services estimated to exceed \$25,000 in value, and not entitled to one of the aforementioned exceptions, shall follow these legal bidding procedures and/or requirements as provided by law; whichever are more restrictive:

1. A legal advertisement shall be placed in a local newspaper at least ten (10) days before opening, which will bring notice of the District's request for bids to those organizations best qualified to provide the needed goods or services.
2. Specifications shall be prepared and made available to all interested parties.
3. Copies of specifications should be sent to qualified sources outside the circulation area of the local newspaper; to ensure fair bidding and increase opportunities for lower bids.
4. Instructions to Bidders shall accompany each set of specifications issued, indicating all terms and conditions relative to the bid.
5. Instructions to Bidders for construction projects shall include all requirements including Business References, Bid Surety and Performance Bond, Insurance, Indemnification, Protection of District Property, Compliance with labor Standards and Prevailing Wage Laws, Subcontract, Change Orders, Payment Procedures and Guarantees. The nature of construction projects necessitates more clearly defined conditions.

Following the issuance of Specifications and Instructions to Bidders, bids have to be received prior to the time and date specified for return. They will be opened publicly and contracts awarded in conformity with Section 5 of the Public Contracts provisions of the Criminal Code of Illinois 720 ILCS5/33E-5.

## **Commissioner use of District facilities and services, Policy 4.2.2**

*Policy Manual, Page 27*

Commissioner use of District facilities and services is governed by Ordinance No. O-12-17 which states, in relevant part:

The Park Board of Commissioners declares that it is necessary and convenient to provide to the Commissioners free attendance to and participation in the District's facilities, property and seasonal non-individual direct cost fee base programs to assist them in exercising their duty to manage and control all of the District's property and to plan, establish and maintain recreational programs for the District's residents.

The Park Board of Commissioners declares that, to the extent it is necessary, the Park Commissioners shall receive feedback from the residents of the District concerning the District's facilities and programs to assist them in managing and controlling the District's property and planning, establishing and maintaining recreational programs, and it is within the best interests of the District for Commissioners to invite guests to attend and participant in District programs and facilities to facilitate a free exchange of ideas and generate feedback.

For the purpose of assisting Commissioners in collecting feedback and ideas regarding existing or new facilities and programs of the District, the Park Board of Commissioners finds it necessary to permit up to 10 guests of each Commissioner, per quarter, to participate in and attend District facilities and seasonal non-individual fee based programs without charge.

The District shall provide a means to measure the free quarterly guest usage for each commissioner. Each quarter's usage shall be limited to the amount per quarter and is neither non-transferable nor cumulative and the commissioner must accompany the guest for such usage.

To further the free exchange of feedback and communication between residents and participants utilizing the District's programs and facilities, the Park Board of Commissioners further declares that in so much as a Commissioner may feel the need to accompany more than ten guests in a given quarter then those guests will be charged the then current District full-time employee guest rate.



Illinois Park and Recreation Organizations with a Smoke-free Park Policy

<b><u>Smoke-Free Policy Enacted</u></b>	<b><u>Policy Coverage</u></b>
Addison Park District	<b><i>All areas</i></b>
Alsip Park District	Select areas
Arlington Heights Park District	<b><i>All areas</i></b>
Atlanta Memorial Park District	<b><i>All areas</i></b>
Braidwood Park District	Select areas- Skatepark only
Berwyn Park District	Select areas
Bloomington Park District	<b><i>All areas</i></b>
Bourbonnais Township Park District	<b><i>All areas</i></b>
Burr Ridge Park District	<b><i>All areas</i></b>
Campton Township	<b><i>All areas</i></b>
Canton Park District	Select areas
Carlinville park district	Select areas
Carol Stream Park District	Select areas
Channahon Park District	Select areas
Chicago Park District	<b><i>All areas</i></b>
Chili Park District	Select areas
City of Aledo	<b><i>All areas</i></b>
City of Aurora Parks Division	<b><i>All areas</i></b>
City of Bloomington/Parks, Recreation and Cultural Arts Department	Select areas
City of Centralia Recreation Department	<b><i>All areas</i></b>
City of Evanston/Department of Parks, Recreation and Community Service	Select areas
City of Hillsboro	<b><i>All areas</i></b>
City of Hoopston	Select areas
City of Lake Forest/Parks & Recreation	Select areas
City of Mattoon Park Dept	Select areas
City of Moline	Select areas
City of Newton Park District	Select areas
City of Olney, Illinois, Park Department	Select areas
City of Pontiac - Parks and Recreation	Select areas
City of Sesser	<b><i>All areas</i></b>
City of Wood River Park and Recreation	Select areas
Colona Park District	<b><i>All areas</i></b>
Community Park District of La Grange Park	<b><i>All areas</i></b>
Crystal Lake Park District	<b><i>All areas</i></b>
Darien Park District	Select areas
Decatur Park District	Select areas
Deerfield Park District	<b><i>All areas</i></b>
Dekalb County Forest Preserve	Select areas
Des Plaines Park District	Select areas
Dolton Park District	<b><i>All areas</i></b>
Downers Grove Park District	Select areas
East Alton Recreation Department	Select areas

**Illinois Park and Recreation Organizations with a Smoke-free Park Policy**

Elmhurst Park District	Select areas
Fairview Heights Parks and Recreation	Select areas
Forest Preserves of Cook County	Select areas
Forest View Park District	<b>All areas</b>
Fox Valley Park District	Select areas
Frankfort Park District	<b>All areas - all tobacco products &amp; e cigarettes</b>
Frankfort Square Park District	Select areas-Skate park only
Freeport Park District	Select areas
Fremont Township	<b>All areas</b>
Geneseo Park District	<b>All areas</b>
Geneva Park District	Select areas
Glen Ellyn Park District	<b>All areas</b>
Glencoe Park District	<b>All areas</b>
Glenview Park District	Select areas
Grandwood Park Park District	<b>All areas</b>
Grayslake Community Park District	Select areas
Gurnee Park District	Select areas
Hamilton Park District	Select areas
Hanna City Park District	<b>All areas</b>
Hanover Park Park District	Select areas
Hanover Township	<b>All areas</b>
Harrisburg Township Park District	Select areas
Hoffman Estates Park District	<b>All areas</b>
Jerseyville Parks and Recreation Department	Select areas
Joliet Park District	Allowed at softball fields & golf course
Kingsbury Park District	<b>All areas</b>
Lake Bluff Park District	<b>All areas</b>
Lake County Forest Preserve District	Select areas
Lake in the Hills Parks & Recreation Department	Select areas
Lake Villa Township	Select areas
Lemont Park District	<b>All areas</b>
Lena Community Park District	<b>All areas</b>
Lewistown Park District	<b>All areas</b>
Lincoln Park District	<b>All areas</b>
Lindenhurst Park District	<b>All areas</b>
Manhattan Park District	Select areas-playgrounds, athletic fields & seating
Marengo Park District	<b>All areas</b>
Marion Park District	<b>All areas</b>
Mason City Park District	Select areas
Mokena Community Park District	No-disc golf park only
Monticello Parks & Recreation Dept.	Select areas
Mt. Prospect Park District	Select areas

**Illinois Park and Recreation Organizations with a Smoke-free Park Policy**

Naperville Park District	Select areas-Centennial Beach facility or wooded areas only
Niantic Park District	Select areas
Niles Park District	Select areas
Northbrook Park District	Select areas
City of O'Fallon, Park & Rec Dept	Select areas
Oak Brook Park District	<b>All areas</b>
Oak Lawn Park District	Select areas
Oglesby Parks & Recreation	Select areas
Oregon Park District	Select areas
Genoa Parks	Select areas
Palatine Park District	Select areas
Park District of Franklin Park	Select areas
Park District of Forest Park	<b>All areas</b>
Park District of Highland Park	<b>All areas</b>
Park District of Oak Park	<b>All areas</b>
Park Ridge Park District	<b>All areas</b>
Pekin Park District	Select areas
Pleasant Dale Park District	<b>All areas</b>
Pleasure Driveway and Park District of Peoria	<b>All areas</b>
Prospect Heights Park District	Select areas
Quincy Park District	Select areas
Rantoul Recreation Department	Select areas
River Forest Park District	Select areas
Robinson Park & Recreation Department	Select areas
Rockford Park District	Select areas
Roselle Park District	<b>All areas</b>
Rosemont Park District	Select areas
Round Lake Area Park District	<b>All areas</b>
Sandwich Park District	Select areas
Savanna Park District	Select areas
Schaumburg Park District	Select areas
Skokie Park District	Select areas
South Barrington Park District	Select areas
Springfield Park District	Select areas
Streamwood Park District	<b>All areas</b>
Taylorville Community Pleasure Driveway & Park District	Select areas
The Butterfield Park District	<b>All areas</b>
The City Of Country Club Hills, Illinois	<b>All areas</b>
Tinley Park - Park District	Select areas
Urbana Park District	<b>All areas</b>
Venice Park District	<b>All areas</b>
Vernon Hills Park District	<b>All areas</b>
Veterans Park District	Select areas
Village of Antioch	<b>All areas</b>

**Illinois Park and Recreation Organizations with a Smoke-free Park Policy**

Village of Banner	Select areas
Village of Coal City	Select areas-Dog Park only
Village of Elwood	Select areas-Children's Garden Project only
Village of Flanagan	Select areas
Village of Glendale Heights	Select areas
Village of Hawthorn Woods	<b>All areas</b>
Village of Hinsdale Parks and Recreation Dartment	<b>All areas</b>
Village of Homer Glen	<b>All areas</b>
Village of Lake Villa	Select areas
Village of New Lenox	<b>All areas-village property</b>
Village of Orland Hills	<b>All areas</b>
Village of Orland Park Parks Department	<b>All areas</b>
Village of Park Forest	Select areas-dog park only
Village of Romeoville, Parks and Recreation Department	Select areas
Village of Sauk Village Park/Recreation Dept.	Select areas
Village of Sibley	<b>All areas</b>
Village of Steward	Select areas
Village of Swansea	Select areas
Virginia Jennie Marr Dunaway Memorial Park	<b>All areas</b>
Warron Township	<b>All areas</b>
Warrenville Park District	<b>All areas</b>
Waukegan Park District	<b>All areas</b>
West Chicago Park District	<b>All areas</b>
Westmont Park District	Select areas
Wheaton Park District	<b>All areas</b>
Wheeling Park District	<b>All areas</b>
Wilmette Park District	Select areas
Winfield Park District	Select areas
Wood Dale Park District	<b>All areas</b>
Woodridge Park District	Select areas-aquatic center, playground, athletic fields, splash pad only
Worth Park District	Select areas
Zion Park District	<b>All areas</b>

## MEMORANDUM NO. M16-112

**TO: A&F Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**Craig Talsma, Deputy Director/Director of Finance & Admin**  
**RE: Surplus Ordinance O16-006**  
**DATE: September 16, 2016**

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### **Background**

Through inventory of the park district's property, staff has determined that certain items are no longer of value or use to the District and that because of the age and condition of the property, cannot be utilized for any of the Park District's current needs or operations and is thereby considered surplus property and the property's sale, trade-in or disposal would best serve the District.

### **Implications**

By law and Board policy, it is required that an Ordinance be approved by at least three-fifths of the Park Board. Staff is seeking to dispose of, trade or sell the following items.

- GBC Shredmaster (broken)
- 3 3-drawer filing cabinets (drawers are broken)
- 2 Rectangular desk counter tops (replaced with renovation on Admin side)
- 2 square desk counter tops (replaced with renovation on Admin side)
- 5 shelf grey book case (old, scratched and not usable in office space)
- 4 shelf black book case (old, scratched and not usable in office space)
- Broken office chair
- Miscellaneous cubicle hardware (not usable with new configuration)
- 2 Wooden Cabinets (broken and not usable)
- C&M Display board
- 2 Kilns (\$500 each) and 3 Potter Wheels (\$300 each) to sell

### **Recommendation**

Staff recommends approval of the attached Ordinance O16-006 an "Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District".

**ORDINANCE NO. O16-006**  
**AN ORDINANCE AUTHORIZING THE DISPOSAL, SALE OR TRADE-IN**  
**OF SURPLUS PROPERTY OWNED BY THE**  
**HOFFMAN ESTATES PARK DISTRICT**

**WHEREAS**, the Hoffman Estates Park District is the owner of used certain equipment as specified purchased several years ago for a specific and limited purpose and,

**WHEREAS**, at least three-fifths (3/5) of the Board of Commissioners of the Hoffman Estates Park District finds that the said property is no longer necessary, useful to, or in the best interest of the Park District to maintain this property and is thereby considered as surplus personal property, and

**WHEREAS**, the Park District wishes to dispose of, trade, or sell said surplus property.

**NOW, THEREFORE**, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, as follows:

SECTION 1: That pursuant to the authority granted to the Park District under 70 ILCS 1205/8-22 and the findings of the Board of Commissioners of the Hoffman Estates Park District as set forth in the preamble of this Ordinance incorporated herein as part of this Ordinance, the Hoffman Estates Park District is hereby authorized to sell, trade-in, dispose or convey the used equipment, attached, in any manner designated by the Board, with or without due advertising.

SECTION 2: That the Board of Commissioners shall designate the Executive Director to sell, trade-in, dispose or convey said used equipment.

- GBC Shredmaster (broken)
- 3 3-drawer filing cabinets (drawers are broken)
- 2 Rectangular desk counter tops (replaced with renovation on Admin side)
- 2 square desk counter tops (replaced with renovation on Admin side)
- 5 shelf grey book case (old, scratched and not usable in office space)
- 4 shelf black book case (old, scratched and not usable in office space)
- Broken office chair
- Miscellaneous cubicle hardware (not usable with new configuration)
- 2 Wooden Cabinets (broken and not usable)
- C&M Display board
- 2 Kilns (\$500 each) and 3 Potter Wheels (\$300 each) to sell

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

## HOFFMAN ESTATES PARK DISTRICT MEMORANDUM NO. 16-110

**TO:** A&F Committee  
**FROM:** Dean Bostrom, Executive Director  
Craig Talsma, Deputy Director/Director A&F  
**RE:** Division Report  
**DATE:** September 14, 2016

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### A. Finance/Administration

- Deputy Director Talsma graduated from the National Recreation and Park Association (NRPA) Director's School. This two-year continuing education program focuses on teaching attributes and skills to better prepare current park and recreation professionals to achieve the role of Executive Director. The second year week long training focused on a variety of current topics, issues, and trends, involving park districts from across the nation, as taught by seasoned professionals and educators within the industry and the North Carolina State University.
- Staff reviewed and prepared recommended policy changes for the District. These will be presented at the September A&F Committee meeting.
- Staff is preparing for the October 12 IAPD/APRA District accreditation review.
- Staff continues working with BS&A on the implementation project. BS&A trainers were on site the entire month of August and will continue to be so until September 22<sup>nd</sup>. General Ledger, Purchase Order, Accounts Payable and Budget all went LIVE on August 15<sup>th</sup>. Payroll and Human Resources go LIVE on September 12<sup>th</sup> with the first payroll being processed the week of September 19<sup>th</sup>.
- In conjunction with the new accounting software, staff is pleased to present new reporting structures. Some of these reports are still being fine-tuned with headers and labeling, as we continue to work through the implementation.
- The new warrant list structure will combine both unpaid invoices and those already paid. It also correctly identifies the actual vendor when a credit card is used as the "vendor" and the credit card as the pay type. The new structure outline is:
  - Column 1 Vendor Name/Invoice Number
  - Column 2 Ledger Account Number
  - Column 3 Account Number Description
  - Column 4 Fund Expensed To
  - Column 5 Category Label
  - Column 6 Invoice Description
  - Column 7 Pay Type
    - Invoice – if unpaid
    - Check – if paid as manual check
    - AMEX – if paid by American Express
    - VISA – if paid by VISA
  - Column 7 Amount/Total to Vendor
- The new monthly financial statement structure will provide new columns providing key measurements that focus on the current year. Year to year



information will still be provided through the balanced scorecard quarterly reporting.

- Activity for the Period Being Reviewed
- YTD Balance for the Period Being Reviewed
- Encumbered YTD – any purchases that have an approved purchase order but an invoice has not yet been presented for payment.
- Amended Budget – board approved budget including any approved amendments.
- Unencumbered Balance – amount of budget remaining
- Percent of Budget Used
- Staff reviewed and authored policies for committee and board review.
- Staff conducted Hoffman-U on:
  - BSA Software Budget Entry
  - BSA Software Purchase Order Entry
- Payroll Cycle Processing
  - 08/12/16      \$320,418.55
  - 08/26/16      \$297,344.60

## **B. Administrative Registration/EFT Billing**

- EFT Billings for:
  - a. TC/WRC/PSSWC Fitness Centers
  - b. ELC (weekly)
  - c. Sponsorship/Marquee Signs
  - d. Dance
  - e. Preschool
  - f. STAR
- Administrative
  - a. In-House Soccer Program Set-up
  - b. Travel Soccer Program Set-up
- Administrative Registration for:
  - a. Financial Assistance
  - b. Foundation Giving Tree
  - c. Park Permits
  - d. Dance
  - e. STAR
  - f. Travel Baseball
  - g. Adult Softball
  - h. Adult Basketball

## **C. Human Resources**

- Processed 16 new part-time hires and 2 new volunteers.
- In conjunction with new BSA software, all independent contract vendors have a copy of their contract and insurance scanned and saved to their vendor profile. This allows those requesting and approving purchase orders to be able to view this information.

- Assisted Parks Department with interviews for the FT Building Technician position. Candidate selected was an internal candidate, Marcos Ayala.

#### **D. Technology**

- Disaster Recovery Plan & Redundancy
  - a. Completed the planning of setting up multiple options in the event of a disaster at Triphahn Center:
    - Step 1 - Setup another NAS (Network Attached Storage) backup device at PSSWC. This will be “cold storage” and a clone of what we have now here at TC. This has a daily backup of each Virtual Server and all data. In the event of a disaster, we would obtain new hardware and restore this data.
    - Step 2 - Setup a server with ample storage at BPC. We would replicate all of our Virtual servers and data daily. In the event of a disaster, we would physically bring this server back to TC and activate in order to maintain business continuity.
    - Step 1 completed. Installed NAS02 at PSSWC to act as our remote “cold storage” backup device. Currently we are backing up to two (2) devices. NAS01 is local at TC and NAS02 is remote at PSSWC.
    - Step 2 will be budgeted for next year. The host server and storage will become our replication server.
- Digital Hole-In-One
  - a. Working with our vendor Digital Golf Technologies (DGT) as well as BPC maintenance in planning the installation of the Digital Hole-in-One video verification system.
  - b. Power source was identified and procured by BPC Maintenance. DGT will be installing the same Unifi wireless network beams that we currently utilize for Seascape and BPC maintenance.
  - c. The system requires internet for DGT to maintain. We will be connecting them to the Comcast Public network as opposed to our internal Private network.
  - d. The scheduled installation for the Digital Hole-in-One is Wednesday 9/21.
- Security Cameras for Outdoor Parking Lots
  - a. Performed a walkthrough with Sterling to assess the parking lots of TC, BPC, & SEA.
  - b. TC & BPC we may be able to utilize existing conduit to pull cable to the light posts. We can also utilize the side of the building at TC and at BPC we can utilize the Range building. At SEA we will have to dig and trench around the parking lot to gain best coverage and possibly install an enclosure like what we did at Freedom run in order to house our network gear.
- Assisting Director of Planning with network wiring specs for the TC North side renovation project.
  - a. Working on a floor map to identify current network drops and plan to identify where we need new drops.

- b. Received a quote from Pinnacle for the rewiring of the North Side. Will email Sterling and see if they can provide a quote as well.

## **E. Sponsorship**

- Newly acquired sponsors:
  - a. Renewed Baeird Dermatology
    - Marquees package
  - b. Remax Linda Dressler & Home Trust Mortgage
    - 2017 Event Sponsor package
  - c. KIND Snack Bars
    - Event Sponsor Package
  - d. Schaumburg Christian School
    - Marquee package
  - e. Friends of Nathan
    - Golf Outing Package
  - f. Pinstripes
    - Uncorked/Untapped Sponsor
  - g. Moretti's
    - Uncorked/Untapped Sponsor
  - h. Costco
    - Event sponsor
- New Proposals Submitted to:
  - a. Kids Plus Dentistry- working on sponsorship package- waiting on meeting new marketing girl took over
  - b. Vein Specialist – marquee advertising
  - c. Windy City Bulls- still in work son sponsorship / marquee package-waiting on their final budget
  - d. Buffalo Wild Wings- Event package
  - e. Main Event- Marquee and Sponsorship
  - f. Bernacki Chiropractic – Event Sponsor
  - g. Fox Valley VW- Marquee package
  - h. America's Baking & Sweets Show- marquee package
  - i. LL Bean – Sponsor package

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 08/17/2016 - 09/17/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
ABILITY PEST CONTROL	1737	11-10-7300-5000	PROFESSIONAL SERVICES	PSSWC	PROFESSIONAL SERVICES	BI-MONTHLY PEST CONTROL/AUG	INVOICE	\$195.00
ACUSHNET COMPANY	902975864	14-40-4500-5100	PRO SHOP - GOLF BALLS (COGS)	BPC	MERCHANDISE RESALE	TITLEIST PRO V1 12 DZN	CHECK	\$1,391.08
ALEXANDER SCHANK	4	02-70-5400-5100	UMPIRES SOFTBALL LEAGUES	RECREATION	SOFTBALL LEAGUES	227301 ADLT SFT (AUG) 7 QTY GAMES U	CHECK	\$245.00
ALPHA BAKING COMPANY INC	226449255D/	14-45-4600-5000	FOOD COGS	BPC	FOOD	WHITE BREAD(4)	INVOICE	\$53.36
AMAZON.COM INC	9570619	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	SUPPLIES	PS-OLYMPIC FLAG BANNERS	AMEX	\$32.96
	4451450	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	SUPPLIES	PS-WALL MOUNTED HAIRDRYERS (3)	AMEX	\$69.45
								\$102.41
AMBER MECHANICAL CONTRACTORS	0020795	12-96-1100-5000		CAPITAL	2016 CAPITAL PROJECTS	PS-NATATORIUM HVAC UNITS (2)	INVOICE	\$78,390.00
AMERICAN EXPRESS	20162799	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	MERCHANDISE RESALE	LEGACY TRIBLEND CREW	CHECK	\$115.96
	42125	14-45-4600-5000	FOOD COGS	BPC	FOOD	BPC-AMEX BEEF JERKEY 1.25 OZ	CHECK	\$282.00
	10810391	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	PRESCHOOL	REC-AMEX WRC DISHWASHER CONTROL	CHECK	\$119.55
	20162800	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	MERCHANDISE RESALE	LEFT MOCK SHIRTS	CHECK	\$926.38
								\$1,443.89
AMERICAN FIRST AID SERVICES	40491	02-85-5000-5000	SUPPLIES & EQUIPMENT	RECREATION	LESSONS	FIRST AID SUPPLIES	INVOICE	\$20.30
ANCEL, GLINK, DIAMOND, BUSH,	08/16	01-10-7300-5030	ATTORNEY FEES	GENERAL	PROFESSIONAL SERVICES	ATTORNEY FEES-AUG	INVOICE	\$1,724.50
ANDERSON LOCK COMPANY	0918050	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	FACILITY MAINTENANCE	CONTINUOUS HINGE	INVOICE	\$1,031.46
	0917761	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	FACILITY MAINTENANCE	CANTF- L-SERIES STRIKE PLATE	INVOICE	\$16.20
	0919608	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	FACILITY MAINTENANCE	PSS - DEADLATCH 1.5" LHR RADIUS (1)	INVOICE	\$90.40
								\$1,138.06
Antoinette Bianco	8/31/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$40.00

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AQUATIC COUNCIL	116517	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	EDUCATION/TRAINING	PARKS - ADAM M POOL CERT (1)	AMEX	\$690.00
A-SPECIAL ELECTRIC SERVICES	144466	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	FACILITY MAINTENANCE	PSS - EMERGENCY LIGHT LED'S (7)	AMEX	\$199.50
AVANA ELECTROTEK INC	38125	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	FACILITY MAINTENANCE	WRC-WATER PUMP(1)	INVOICE	\$422.00
AVG TECHNOLOGIES N.V.	116061824	01-10-7400-5050	INFORMATION SERVICE AGREEMENT	GENERAL	SERVICE/RENTAL AGREEME	AVG ANTI-VIRUS BUSINESS 100 LICENSE	AMEX	\$1,838.19
Barbara Kooiker	8/31/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$40.00
Barbara Vormittag	8/31/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$40.00
BHFX LLC	245476	12-10-7300-5100	CAPITAL PLANNING MATERIAL	CAPITAL	PROFESSIONAL SERVICES	COPY OF 24X36" DRAWINGS MINIMUM O INVOICE		\$7.50
BILLY CASPER GOLF LLC	MF09012016	14-20-6000-5100	MANAGEMENT FEES	BPC	MANAGEMENT	MONTHLY MANAGEMENT FEE/SEPT	CHECK	\$5,834.95
	OE09012016	14-01-0600-1100	BILLY CASPER GOLF PREPAID	BPC	PRE-PAID	BPC-SEP16 MAINT OP EXP	CHECK	\$44,729.00
								\$50,563.95
BILTMORE COMMERCIAL	45019	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	FACILITY MAINTENANCE	ACID WASH AND TRAY REPLACEMENT	INVOICE	\$356.23
BRAKE ALIGN PARTS & SERVICES	41458	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	REPAIR PARTS FOR CHIPPER CLUTCH	AMEX	\$601.00
BREAKTHRU BEVERAGE IL LLC	1013293311	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	FERN PIGHIN&FIGLI PINOT GRIGIO 3 BT	CHECK	\$588.68
	1013267976	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	BARTON RUM (6)	CHECK	\$791.12
	1013254759	14-45-4600-5000	FOOD COGS	BPC	FOOD	FIREBALL WHISKEY CINNAMON	CHECK	\$395.80
								\$1,775.60
BRIAN BECHTOLD	20163453	14-40-5000-5100	LESSON EQUIP EXPENSE	BPC	GENERAL PROGRAMS	CONTRACTED LESSONS 90%	CHECK	\$307.50

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VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
BULLS SOX ACADEMY								
	20163285	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	BULLS/SOX FT 8/10 QTY 66	AMEX	\$650.00
CALL ONE								
	11364760816	01-10-8000-5030	TELEPHONE	GENERAL	UTILITIES	ADMIN FAX	CHECK	\$1,844.29
CALLAWAY GOLF COMPANY								
	927031372	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	MERCHANDISE RESALE	CALLAWAY APEX IRONS	AMEX	\$759.33
CAROL STREAM PARK DISTRICT								
	338	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	COYOTE CROSSING TRIP 8/1 (60 PART)	AMEX	\$351.00
CARQUEST AUTO PARTS								
	2376	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	SHOP-V-BELT FOR #444	AMEX	\$61.15
	2376-687872	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	HOSE FOR FUEL PUMPS	AMEX	\$78.53
	2376-687573	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	FUEL PUMP NOZZLE	AMEX	\$65.99
	2376-687744	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	FUELP PUMP NOZZLE	AMEX	\$67.75
	2376-687870	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	HOSE FOR FUEL PUMPS	AMEX	\$26.39
	2376-687865	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	HOSE FOR FUEL PUMPS	AMEX	\$78.53
	2376-689228	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	FUEL STABILIZER	AMEX	\$8.27
	2376-688355	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	CREDIT FOR NOZZLE	AMEX	\$(67.75)
	2376-689675	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	3 OIL FILTERS	AMEX	\$13.65
	2376-688078	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	CREIDT FOR NOZZLE(1)	AMEX	\$(65.99)
	2376-685905	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	CREDIT FOR TRANS FILTER(1)	AMEX	\$(24.14)
	2376-688570	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	WHIP HOSE	AMEX	\$39.77
	2376-689229	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	OIL FILTER	AMEX	\$3.43
	2376-688411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	AIR FILTER	AMEX	\$36.75
								\$322.33
CDW GOVERNMENT, INC.								
	HHDK023	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	SUPPLIES	RIGHT ANGLE CAT6 3-10FT NETWORK C	AMEX	\$223.00

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CENTRAL CONTINENTAL BAKERY								
	C1068842	14-45-4600-5000	FOOD COGS	BPC	FOOD	CREDIT FOR CUPCAKE STAND RENTAL	INVOICE	\$(55.00)
	1067821	14-45-4600-5000	FOOD COGS	BPC	FOOD	SHOWER CAKE	INVOICE	\$97.80
	1067194	14-45-4600-5000	FOOD COGS	BPC	FOOD	WEDDING CAKE	INVOICE	\$365.50
	1062636	14-45-4600-5000	FOOD COGS	BPC	FOOD	ANNIVERSARY CAKE	INVOICE	\$17.00
	1062671	14-45-4600-5000	FOOD COGS	BPC	FOOD	ANNIVERSARY CAKE	INVOICE	\$17.00
	1060819	14-45-4600-5000	FOOD COGS	BPC	FOOD	ANNIVERSARY CAKE	INVOICE	\$21.50
	1067570	14-45-4600-5000	FOOD COGS	BPC	FOOD	DONUTS	INVOICE	\$45.36
	1064323	14-45-4600-5000	FOOD COGS	BPC	FOOD	DANISH(4)	INVOICE	\$61.02
	1065980	14-45-4600-5000	FOOD COGS	BPC	FOOD	SHOWER CAKE (1)	INVOICE	\$78.10
	1066195	14-45-4600-5000	FOOD COGS	BPC	FOOD	SHOWER CAKE	INVOICE	\$61.45
	1066454	14-45-4600-5000	FOOD COGS	BPC	FOOD	WEDDING CAKE	INVOICE	\$212.50
	1069249	14-45-4600-5000	FOOD COGS	BPC	FOOD	APPLE TURNOVERS 5 DZN	INVOICE	\$168.00
	1067480	14-45-4600-5000	FOOD COGS	BPC	FOOD	COOKIE/BUTTER/ASST 2LBS	INVOICE	\$354.90
	1068875	14-45-4600-5000	FOOD COGS	BPC	FOOD	WEDDING CAKE	INVOICE	\$305.00
	1068881	14-45-4600-5000	FOOD COGS	BPC	FOOD	WEDDING CAKE, 1 EACH	INVOICE	\$156.00
	1069222	14-45-4600-5000	FOOD COGS	BPC	FOOD	8.27.16 BIRTHDAY PARTY CAKE, 1 EACH	INVOICE	\$68.70
	1069542	14-45-4600-5000	FOOD COGS	BPC	FOOD	ONE YEAR ANNIVERSARY CAKE, 1 EACH	INVOICE	\$21.50
								\$1,996.33
CENTRAL SOD FARMS								
	111021	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	IKE - SOD FOR GOAL MOUTHS (120)	INVOICE	\$27.60
	111064	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - SOD FOR FIELD REPAIR (15)	INVOICE	\$34.50
	111093	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - SOD FOR SOCCER REPAIRS (75)	INVOICE	\$182.50
	111318	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	VICTO- BLUEGRASS SOD (135)	INVOICE	\$330.50
	111317	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - BLUEGRASS SOD (30)	INVOICE	\$49.00
								\$624.10
CHICAGO DISTRICT								
	2269-133	14-10-7600-5000	PROFESSIONAL DUES	BPC	PROFESSIONAL DUES/SUBS	CDGA ANNUAL MEMBERSHIP	INVOICE	\$400.00
	2269-133*	14-40-7300-5000	PROFESSIONAL SERVICES	BPC	CONTRACTUAL SERVICES	CDGA MEMBERSHIPS	INVOICE	\$420.00
								\$820.00
CLAIM JUMPER								
	1048580	01-20-7800-5000	ADMINISTRATIVE EXPENSE	GENERAL	ADMINISTRATIVE	PARKS - EMPLOYEE RECOGNITION LUNC	AMEX	\$36.32
CLASSIC CINEMAS								
	20163337	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	CAMP TRIP CINEMA 8/18 - 37 PARTICIPA	AMEX	\$222.00
COMCAST								
	00573490816	02-10-8000-5030	TELEPHONE	RECREATION	UTILITIES	VOG-COMCAST WIFI/AUG	AMEX	\$109.85
	45347769	01-10-8000-5030	TELEPHONE	GENERAL	UTILITIES	ADM-COM INT/PRI/MBPS	CHECK	\$8,370.75
								\$8,480.60

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COMCAST CABLE								
	05236390916	11-10-8000-5030	TELEPHONE	PSSWC	UTILITIES	PS-COMCAST WIFI/SEPT	CHECK	\$214.90
	00535380916	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	PROFESSIONAL DUES/SUBS	TRIPHAHN COMCAST TV/SEPT	CHECK	\$8.45
	01910230916	01-10-8000-5030	TELEPHONE	GENERAL	UTILITIES	TRIPHAHN COMCAST BCI WIFI/SEP	CHECK	\$214.90
	03609410916	02-10-8000-5030	TELEPHONE	RECREATION	UTILITIES	WRC COMCAST BCI WIFI	CHECK	\$124.90
	03401170916	02-10-8000-5030	TELEPHONE	RECREATION	UTILITIES	FREEDOM RUN MONTHLY DATA	AMEX	\$104.85
								\$668.00
COMMONWEALTH EDISON								
	530000816	14-10-8000-5000	ELECTRICITY	BPC	UTILITIES	GLF SIGN,RESTRM ELECTRIC DELIVERY/	CHECK	\$207.95
	330970816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	COTTONWOOD ELECTRIC/AUG	CHECK	\$28.22
	40040816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	FIELD PK ELECT DELIVERY/AUG	CHECK	\$36.83
	300000816	02-10-8000-5000	ELECTRICITY	RECREATION	UTILITIES	VOG HOUSE ELECTRIC DELIVERY/AUG	CHECK	\$588.22
	20160816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	VICTORIA PK ELECTRIC DELIVERY/AUG	CHECK	\$22.84
	70010816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	LAKE VIEW ELECTRIC DELIVERY/AUG	CHECK	\$21.29
	60590816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	PRINCETON ELECTRIC DELIVERY/AUG	CHECK	\$27.51
	10050816	14-10-8000-5000	ELECTRICITY	BPC	UTILITIES	BPC ELECTRIC DELIVERY/AUG	CHECK	\$3,964.57
	20090816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	SYCAMORE ELECTRIC DELIVERY/AUG	CHECK	\$259.17
	70090816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	COMMUNITY PK ELECTRIC DELIVERY/AU	CHECK	\$20.09
	700020816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	HIGHLAND ELECTRIC DELIVERY/AUG	CHECK	\$43.15
	140040816	02-10-8000-5000	ELECTRICITY	RECREATION	UTILITIES	TC ELECTRIC DELIVERY/AUG	CHECK	\$7,849.64
	80660816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	SUNDANCE ELECTRIC DELIVERY/AUG	CHECK	\$20.13
	20690816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	CANTERBURY ELECTRIC DELIVERY/AUG	CHECK	\$35.80
	90040816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	PINE PARK ELECTRIC DELIVERY/AUG	CHECK	\$46.29
	30230816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	AERATOR #2 ELECTRIC DELIVERY/AUG	CHECK	\$35.72
	50230816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	CANNON CROSS ELECTRIC DELIVERY/AU	CHECK	\$442.49
	40010816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	HIGHLAND ELECTRIC DELIVERY/AUG	CHECK	\$184.76
	00010816	02-80-8000-5000	ELECTRICITY	RECREATION	UTILITIES	SEASCAPE ELECTRIC DELIVERY/AUG	CHECK	\$1,437.97
	80270816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	HIGHPOINT PK ELECTRIC/AUG	CHECK	\$31.34
	21440816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	HIGHPOINT PARK ELECTRIC/AUG	CHECK	\$32.67
	71140816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	AERATOR #1 ELECTRIC/AUG	CHECK	\$49.53
	50560816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	WESTBURY ELECTRIC/AUG	CHECK	\$38.57
	50540816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	N RIDGE ELECTRIC/AUG	CHECK	\$38.91
	30390816	11-10-8000-5000	ELECTRICITY	PSSWC	UTILITIES	PS ELECTRIC DELIVERY/AUG	CHECK	\$3,577.28
	90080816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	NTH SHOP ELECT DELIVERY/AUG	CHECK	\$264.74
	50160816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	EISENHOWER ELECT DELIVERY/AUG	CHECK	\$76.99
	80070816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	MNT GARAGE ELECT DELIVERY/AUG	CHECK	\$456.44
64	10000816	02-10-8000-5000	ELECTRICITY	RECREATION	UTILITIES	WRC ELECTRIC DELIVERY/AUG	CHECK	\$1,186.17
	082516	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	N TWIN ELECT DELIVERY/AUG	CHECK	\$44.42
	60490816	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	STH TWIN ELECT DELIVERY/AUG	CHECK	\$34.94
								\$21,104.64



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COMMUNITY CONSOLIDATED SCHOOL	1944	02-60-5100-5010	EXPLORERS CAMP (WILLOHAWK)	RECREATION	DAY CAMPS	WHEELING WATERPARK BUS RENTAL 7/1 INVOICE		\$9,558.35
COSMOPOLITAN LINEN RENTAL SRV	20163126	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	LINEN RENTAL	AMEX	\$1,882.25
CUCCI FORD	5019181	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	CREDIT FOR CLAMP	INVOICE	\$(18.40)
DEBORAH J. HARRISON	237101A-E	02-70-5000-5100	TENNIS	RECREATION	GENERAL PROGRAMS	237010-A 24 PTPTNS X \$50 EA	CHECK	\$4,880.00
DELUXE	00102037766	01-10-7800-5010	PRINTING & PUBLICATION	GENERAL	ADMINISTRATIVE	TC/WRC DUPLICATE DEPOSIT SLIPS (150 AMEX		\$183.61
DIRECTV	29182439671	14-10-7600-5000	PROFESSIONAL DUES	BPC	PROFESSIONAL DUES/SUBS	BPC-DIRECTV MONTHLY SERVICE	AMEX	\$185.26
DISCOUNT SCHOOL SUPPLY	P34796270001	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	ELC	12 X 18 COLORED CRAFT PAPER	INVOICE	\$327.57
	P34796340002	02-60-5200-5010	PRESCHOOL FUNDRAISER EXPENSE	RECREATION	PRESCHOOL	10 CLUSTER BELLS @3.39 EACH	INVOICE	\$245.04
	P34689060001	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	STAR	SITE SUPPLY WHITEOUT (2)	INVOICE	\$1,909.25
								\$2,481.86
DIVINE SIGNS INC	22393	02-15-7800-5010	PRINTING & PUBLICATIONS	RECREATION	PRINTING/PUBLICATION	SIDEWALK SIGN INSERT(1)	INVOICE	\$127.81
	22558	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	PRINTING/PUBLICATION	ADHESIVE TAPE ROLL FOR MARKETING S	INVOICE	\$75.00
	22219	12-96-2700-5000	PSSWC POOL PAINTING	CAPITAL	2016 CAPITAL PROJECTS	LAP POOL WALL GRAPHIC/MURAL	INVOICE	\$3,570.00
								\$3,772.81
DOLE MANSION	20163325	02-55-5000-5020	SENIOR TRIP EXPENSE	RECREATION	GENERAL PROGRAMS	DOLE MANSION LUNCH TOUR 9/28 - 8 TI	AMEX	\$201.50
DU PAGE TOPSOIL, INC.	043147	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	SHOP-SEMI PULV TOP SOIL (1)	INVOICE	\$335.00
DUALTEMP OF IL INC	216426	02-85-7300-5010	REFRIGERATION MAINTENANCE	RECREATION	CONTRACTED SERVICES	CALCIUM CHLORIDE FLAKES (10)	INVOICE	\$269.20

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DUNDEE TOWNSHIP PARK DISTRICT								
	001538453	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	DOLPHIN COVE FIELD TRIP 8/8 QTY 77	AMEX	\$423.50
	081216	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	RANDALL OAKS FIELD TRIP 8/12 QTY 54	CHECK	\$486.00
								\$909.50
ECOLAB INC								
	2731331	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	MONTHLY DISHWASHER RENTAL	INVOICE	\$287.62
EDWARD DON AND COMPANY								
	19623878	14-45-7500-5140	SERVING TRAYS/DISHES	BPC	SUPPLIES	PLATE COVERS (12)	INVOICE	\$90.81
	19693030	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	SUPPLIES	HAND SANITIZER (1 CASE)	INVOICE	\$186.57
								\$277.38
ELEGANT PRESENTATION								
	083116	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	LINEN RENTAL	AMEX	\$(14.83)
	851899362	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	LINEN RENTAL 7/30/16 WEDDING	AMEX	\$584.00
	201655483	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	7/26/16 LINEN RENTAL	AMEX	\$563.00
	57238	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	CHAIR COVER	AMEX	\$375.00
								\$1,507.17
ELGIN BEVERAGE CO.								
	55042	14-45-4600-5000	FOOD COGS	BPC	FOOD	CORONA 24-12OZ BOTTLES (5 CASE)	CHECK	\$144.05
ELK GROVE PARK DISTRICT								
	1265676	02-60-5100-5010	EXPLORERS CAMP (WILLOHAWK)	RECREATION	DAY CAMPS	PIRATES COVE FT 8/12 QTY 27	AMEX	\$112.00
ENERGY.ME								
	35675323-9400037	14-10-8000-5000	ELECTRICITY	BPC	UTILITIES	GOLF SIGN RESTRM ELECTRIC/AUG	CHECK	\$437.31
	35675323-9400041	01-20-8000-5000	ELECTRICITY	GENERAL	UTILITIES	SUNDANCE ELECTRIC	CHECK	\$37,364.93
								\$37,802.24
EUROPEAN SPORTS, INC.								
	19640	02-75-5600-5210		RECREATION	SOCCER	HUSC SOCCER TRAINING MANEQUINS	CHECK	\$288.00
Evelyn Alvarez								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$125.00
FAMOUS FREDDIES ROADHOUSE								
	20163572	01-10-7100-5010	STAFF DEVELOPMENT	GENERAL	EMPLOYEE BENEFITS	BOAT CAPTAIN AND MATE FOR STAFF S	CHECK	\$150.00
FANDANGO								
	20163520	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	FANDANGO AMC S BRGTON FT 8/12 QTY	AMEX	\$513.79

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FARMER BROS. CO.	64338745	14-45-4600-5000	FOOD COGS	BPC	FOOD	LIQUID COFFEE DE 100% COL (3 CASE)	INVOICE	\$391.55
FEDEX	5-523-24387	12-10-7300-5100	CAPITAL PLANNING MATERIAL	CAPITAL	PROFESSIONAL SERVICES	FED EX COURIER CHARGES	INVOICE	\$30.66
FERRET DIVERSIFIED SERVICES	HOFFMA090116-1	01-10-6300-5010	LOSS PREVENTION EXAMS	GENERAL	LOSS PREVENTION	OUT OF STATE BACKGROUND CHECKS-A	CHECK	\$59.80
FIRST FOLIO	20163268	02-55-5000-5020	SENIOR TRIP EXPENSE	RECREATION	GENERAL PROGRAMS	SILENT SKY PKAY 4/6/17 (10 TIX)	AMEX	\$260.00
FIRST SERVE MANAGEMENT	FSM1287	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	GENERAL CAMP/LES	PRIVATE LESSONS 8/21-8/31/16	CHECK	\$1,232.00
	FSM1280	11-30-5100-5120	CONTRACTUAL TENNIS CAMP	PSSWC	GENERAL CAMP/LES	TENNIS CAMP 8/8/16-8/12/16	CHECK	\$3,052.50
	FSM1281	11-30-5100-5100	CONTRACTUAL TENNIS LESSON EXP	PSSWC	GENERAL CAMP/LES	GROUP TENNIS 7/18/16-8/14/16	CHECK	\$3,252.20
	FSM1282	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	GENERAL CAMP/LES	PRIVATE LESSONS 8/5/16-8/20/16	CHECK	\$1,400.00
								\$8,936.70
FLOLO CORPORATION	424055	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	FACILITY MAINTENANCE	SHOP - HVAC BELTS (5)	INVOICE	\$697.20
FLORES & ROSALES FAMILY CORP	082016	02-85-5500-5000	YTH HOCKEY-WOLFPACK EXP	RECREATION	YOUTH LEAGUES	COACHES MEETING PIZZA AND DRINKS	CHECK	\$160.00
	3360	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	ELC	ELC SUMMER PARTY PKG (60 PART)	AMEX	\$225.00
								\$385.00
FORE SUPPLY CO.	3343983	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	SUPPLIES	PS-BODYWASH 80 GALLONS	AMEX	\$1,256.96
GARIBALDI'S	112	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	AUGUST 609 ELC MEALS @ \$1.65 EACH	CHECK	\$1,004.85
GARVEYS OFFICE PRODUCTS	1199909	11-10-7500-5000	OFFICE SUPPLIES	PSSWC	SUPPLIES	8.5X11 COPY PAPER (QTY: 2 CASES)	AMEX	\$80.98
	1193596	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	SUPPLIES	TONER EPST220120 BM (1)	AMEX	\$44.71
	1191292	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	SUPPLIES	PS-FACIAL TISSUES	AMEX	\$188.00
	1191283	11-10-7500-5000	OFFICE SUPPLIES	PSSWC	SUPPLIES	PS-XEROX COLOR TONER-4 COLORS	AMEX	\$541.80
								\$855.49

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GAS DEPOT OIL COMPANY								
	33264	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	DIESEL FOR VEHICLES (600 GAL)	INVOICE	\$1,082.34
	33263	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	DIESEL 700 GAL @ \$2.35	INVOICE	\$1,214.30
	32669	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	GASOLINE 1.683 PER GAL	INVOICE	\$1,362.70
	32162RB	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	GAS FOR VEHICLES(553 GAL)	INVOICE	\$1,031.18
	32163	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	DIESEL FOR VEHICLES (649 GAL)	INVOICE	\$1,151.65
	32162	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	GASOLINE 1.60 PER GAL	INVOICE	\$1,217.65
	32162CR	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	CREDIT ADJUSTMENT FOR GAS	INVOICE	\$(1,217.65)
<b>\$5,842.17</b>								
GENIUNE PARTS COMPANY/NAPA								
	088710	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	GAS PUMP NOZZLE	AMEX	\$75.05
	087473	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	CERDIT FOR SIDE MIRROR	AMEX	\$(59.99)
<b>\$15.06</b>								
GEOGRAPHIC TECHNOLOGIES GROUP								
	G20-12254	12-96-0700-5000	GIS MAPPING & FACILITY INV	CAPITAL	2016 CAPITAL PROJECTS	GIS SOFTWARE & INVENTORY	INVOICE	\$7,500.00
Ghina Albin								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$362.00
Giovan Montanaro								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$30.00
GOAAYC								
	20163470	02-60-5200-5010	PRESCHOOL FUNDRAISER EXPENSE	RECREATION	PRESCHOOL	2 GOAAYC 9/10 WKSHOP REGIST. @ \$40	CHECK	\$80.00
GOLF CORE								
	70030116231	14-40-7800-5010	PRINTING & PUBLICATION	BPC	ADMINISTRATIVE	SCORECARDS	AMEX	\$1,124.91
GPS INDUSTRIES LLC								
	0009472	14-90-0010-5000	GOLF CART GPS LEASE	BPC	LEASE AGMT	GPS FOR GOLF CART	AMEX	\$8,944.00
GRAINGER								
	919326863	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC-REFRIGERENT - AHU2 SR CTR 30 LBS	INVOICE	\$673.63
GROOT INDUSTRIES INC								
	14340037	02-80-7300-5010	DISPOSAL	RECREATION	CONTRACTED SERVICES	SEA GROOT SERVICES/SEPT	CHECK	\$282.20
	14291234	11-10-7300-5010	DISPOSAL	PSSWC	PROFESSIONAL SERVICES	PS GROOT SERVICES/AUG	AMEX	\$1,911.30
<b>\$2,193.50</b>								

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HAIGES MACHINERY, INC.								
ST83372	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	LABOR (1.5 HOURS)	INVOICE		\$319.53
ST83465	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	ROLLER-DRYER #1 (QTY 2)	INVOICE		\$1,278.70
ST83504	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	DOOR GASKET - WASHER	INVOICE		\$174.05
								\$1,772.28
HALOGEN SUPPLY COMPANY								
005493090	11-80-7500-5030	POOL CHEMICALS	PSSWC	SUPPLIES	50 LB PAILS OF PH DOIUMBSUL QTY:8	INVOICE		\$904.20
HARRIS								
3156	01-10-7400-5050	INFORMATION SERVICE AGREEMENT	GENERAL	SERVICE/RENTAL AGREEME	MSI ANNUAL SUPPORT 2016	CHECK		\$15.58
HIGHLAND BAKING CO.								
0001154250	14-45-4600-5000	FOOD COGS	BPC	FOOD	BUTTERY BUN 10 COUNT (13)	INVOICE		\$215.62
0001154955	14-45-4600-5000	FOOD COGS	BPC	FOOD	BREADSTICKS 15 PKG OF 8 PC	INVOICE		\$22.80
0001156615	14-45-4600-5000	FOOD COGS	BPC	FOOD	30 PKG HOT DOG BUN	INVOICE		\$105.02
0001151841	14-45-4600-5000	FOOD COGS	BPC	FOOD	WHEAT BREAD (4)	INVOICE		\$49.77
0001159745	14-45-4600-5000	FOOD COGS	BPC	FOOD	BUTTERY DINNER ROLL 11 DOZEN	INVOICE		\$24.53
0001146217	14-45-4600-5000	FOOD COGS	BPC	FOOD	CORN BREAD (1)	INVOICE		\$48.08
0001148647	14-45-4600-5000	FOOD COGS	BPC	FOOD	HOT DOG BUN (20 BOXES)	INVOICE		\$52.60
0001147071	14-45-4600-5000	FOOD COGS	BPC	FOOD	HOT DOG BUN (20 BOXES)	INVOICE		\$52.60
0001150976	14-45-4600-5000	FOOD COGS	BPC	FOOD	4" FRENCH ROLL (10 DZN)	INVOICE		\$60.20
0001150173	14-45-4600-5000	FOOD COGS	BPC	FOOD	FRENCH BREAD (10)	INVOICE		\$20.60
0001149508	14-45-4600-5000	FOOD COGS	BPC	FOOD	WHEAT BREAD (4)	INVOICE		\$17.45
0001144741	14-45-4600-5000	FOOD COGS	BPC	FOOD	HOT DOG BUN (20)	INVOICE		\$72.69
0001142397	14-45-4600-5000	FOOD COGS	BPC	FOOD	HOT DOG BUN (20)	INVOICE		\$63.07
0001141553	14-45-4600-5000	FOOD COGS	BPC	FOOD	BREADSTICKS (10)	INVOICE		\$15.20
								\$820.23
HOFFMAN ESTATES CHAMBER								
2016	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINISTRATIVE	CHAMBER LEGISLATIVE LUNCHEON 9/16	AMEX		\$25.00
52889182	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINISTRATIVE	CHAMBER NETWORKING EVENT DB	AMEX		\$20.00
								\$45.00
HORNUNG'S								
387629	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	MERCHANDISE RESALE	FLYTEES (36)	AMEX		\$129.55
395762	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	MERCHANDISE RESALE	CP2 WRAP STD GRIPS (14)	CHECK		\$87.52
								\$217.07
HUDSON ENERGY								
13659694	14-10-8000-5000	ELECTRICITY	BPC	UTILITIES	BPC ELECTRIC/AUG	CHECK		\$10,688.28

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ILLINOIS ARBORIST ASSOCIATION	20163481	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	PROFESSIONAL DUES/SUBS	PARKS - CONFERENCE REGISTRATION IA	CHECK	\$260.00
ILLINOIS DEPT OF REVENUE	20163366	14-10-7600-5020	BUSINESS LICENSES	BPC	PROFESSIONAL DUES/SUBS	CHARITABLE GAMES PROVIDER OF PREM	CHECK	\$50.00
ILLINOIS DEPT. OF REVENUE	20163365	02-02-0200-2010	REC SALES TAX PAYABLE	RECREATION	ACCOUNTS PAYABLE	JUL16 REC DEPT SALES TAX	CHECK	\$14,660.00
ILLINOIS STATE POLICE	20163327	01-10-6300-5010	LOSS PREVENTION EXAMS	GENERAL	LOSS PREVENTION	JULY 2016 MONTHLY BACKGROUND CHEC	CHECK	\$400.00
INTERSTATE BATTERY SYSTEM	1903701023208	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS-THORGARD BATTERIES(5)	INVOICE	\$746.25
INTERSTATE GAS SUPPLY INC	256395	02-10-8000-5010	NATURAL GAS	RECREATION	UTILITIES	TC NATURAL GAS/JUL	CHECK	\$3,352.04
	256887	02-80-8000-5010	NATURAL GAS	RECREATION	UTILITIES	SEA NATURAL GAS	CHECK	\$2,404.94
								\$5,756.98
INTRA SPORTS COMPLEX	20163540	02-75-5600-5275		RECREATION	SOCCER	HUSC THAKAR U14 INDOOR TRAINING-D	CHECK	\$663.00
Iwona Terepka	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$326.00
JEORGE G. HOLMES	20163336	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	GENERAL PROGRAMS	JEORGE HOLMES 50+ OPEN HOUSE	CHECK	\$175.00
JERRYS PRO SHOP INC	WH91216B	02-85-5500-5000	YTH HOCKEY-WOLFPACK EXP	RECREATION	YOUTH LEAGUES	ORANGE WEIGHTED PUCKS FOR TRAINI	INVOICE	\$130.00
Jesus Rodriguez	8/17/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$69.00
JIM CZARNIAK	B073116	11-50-5200-5100	CONT SPORTS SPECIFIC EXP	PSSWC	DANCE	PS-PROGRAM 230409-F (9 @ \$35)	CHECK	\$441.00

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VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
Joan Pulio	8/31/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$40.00
JOHNSON WATER CONDITIONING	135056	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	WATER CONDITIONING	INVOICE	\$120.00
Jonathan Lee	8/24/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$75.00
JONATHAN VERMEER	20163439	14-40-5000-5100	LESSON EQUIP EXPENSE	BPC	GENERAL PROGRAMS	CONTRACTED LESSONS	CHECK	\$54.00
JOSEPHS CLEANERS	879754	14-45-7400-5100	LINEN RENTAL	BPC	SERVICE/RENTAL AGREEME	TABLE SKIRT DRY CLEANING	AMEX	\$45.50
Kathleen Larson	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$125.00
KC FITNESS SERVICES, INC.	58886	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	FACILITY MAINTENANCE	PREVENTIVE MAINTENANCE 2016	INVOICE	\$400.00
Kelly Lynn	9/7/2016 12:00:00 A	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$125.00
	8/17/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$889.00
								\$1,014.00
Kimberly Larson	8/17/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$453.24
KOHL'S CHILDREN'S MUSEUM	20160742	02-60-5100-5010	EXPLORERS CAMP (WILLOHAWK)	RECREATION	DAY CAMPS	CHILDREN MUSEUM FIELD TRIP	AMEX	\$225.00
KYLIE E. FISCHBACH	20163479	02-50-5000-5100	CONTRACUTAL GENERAL PRGM EXP	RECREATION	GENERAL PROGRAMS	235050 G ARCHERY (4) PD CHARGES \$63	CHECK	\$572.00
LAFARGE FOX RIVER INC	706368090	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	RR04 RIP RAP STONE	INVOICE	\$3,399.30

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LAKE ZURICH RADIATOR								
	43873	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	RADIATOR DRAIN PLUG 510	INVOICE	\$8.40
LAKESHORE BEVERAGE								
	222006	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	BUD 4/6 LN BOTTLES 2 CASES	CHECK	\$343.57
	214886	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	BUD ALUMINUM CAN 3 CASES	CHECK	\$402.09
	174597	14-45-4600-5000	FOOD COGS	BPC	FOOD	BUD LIGHT ALUMINUM CAN (8 CASE)	CHECK	\$285.04
	185501	14-45-4600-5000	FOOD COGS	BPC	FOOD	BUD LIGHT BOTTLE (2 CASE)	CHECK	\$96.07
								\$1,126.77
LAKESHORE LEARNING								
	055669	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	PRESCHOOL	WRITING JOURNALS-PARENT PAY	INVOICE	\$32.99
	055668	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	PRESCHOOL	WRITING JOURNALS-PARENT PAY	INVOICE	\$362.89
	101086	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	ELC	2 - 10 PKG 10 ELC JOURNALS	INVOICE	\$65.98
	5153950916	02-60-5200-5010	PRESCHOOL FUNDRAISER EXPENSE	RECREATION	PRESCHOOL	2 SETS OF MAGNET GEARS @ 23.99	INVOICE	\$186.88
								\$648.74
Laura Race								
	8/17/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$40.00
Ligia Herrera								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$30.00
Lori Leonardo								
	8/24/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$350.00
Malgorzata Danilczuk								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$58.00
Malgorzata Koziel								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$140.00



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MENARDS, INC.								
	36027	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - RAGS IN A BOX (2)	INVOICE	\$27.81
	35823	11-80-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS- SL OVAL 10X1 SET SCREWS(10)	INVOICE	\$5.46
	35209	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	FACILITY MAINTENANCE	DOOR STOP (2)	INVOICE	\$7.96
	35108	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - KITCHEN & BATH CAULK (2)	INVOICE	\$11.98
	35147	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	DIESEL EXHAUST FLUID (3)	INVOICE	\$7.99
	34765	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	SUPPLIES	SHOP- SCOTT SHOP TOWEL (2)	INVOICE	\$39.82
	34641	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	SUPPLIES	CANS OF PAINT(6 GALS)	INVOICE	\$51.29
	34693	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	HAND CLEANER (1)	INVOICE	\$17.06
	36621	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	PROPANE TORCH KIT	INVOICE	\$36.95
	36370	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	SUPPLIES	CLEANING LIQ, BATTERIES,PT.BRUSHES	INVOICE	\$106.78
	35918	02-80-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	EQUIPMENT MAINTENANCE	SEA - 1/2X1/2 FILTER (1)	INVOICE	\$21.17
	35939	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	SUPPLIES	PSS- 100 PK SGL EDGE RAZOR BLADES (	INVOICE	\$25.60
	36009	02-15-7500-5000	GRAPHIC/COMPUTER SUPPLIES	RECREATION	SUPPLIES	PRIMER AND SANDPAPER	INVOICE	\$78.19
	36619	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	CAULK (2)	INVOICE	\$23.76
	36613	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	COLON- 48"X72" FENCE PANEL (1)	INVOICE	\$97.44
	35109	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - TOILET REPAIR KIT (1)	INVOICE	\$156.16
	35543	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	SEA - T5 ROTOR HEAD 4PK (1)	INVOICE	\$42.97
	35515	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	FACILITY MAINTENANCE	TC - 14X3/4 SELF DRILL HEX (1)	INVOICE	\$43.71
	35415	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	SUPPLIES	AIR FRESHNER (2)	INVOICE	\$18.65
	35339	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - GEAR DRIVE SPRINKLER HEAD	INVOICE	\$19.98
	36119	02-60-5200-5010	PRESCHOOL FUNDRAISER EXPENSE	RECREATION	PRESCHOOL	3 SETS BLINDS-RM 100 @ 27.99 EACH	INVOICE	\$83.97
	36038	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	SUPPLIES	PARKS - WASP&HORNET SPRAY (24)	INVOICE	\$127.90
	36006	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	SUPPLIES	SANDPAPER & PAINT FOR BASKETBALL R	INVOICE	\$10.54
	36046	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS - MURIATIC ACID FOR POOLS (4)	INVOICE	\$15.96
	34694	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	FACILITY MAINTENANCE	PSS- DISCHARGE HOSE (1)	INVOICE	\$407.80
	34791	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	SUPPLIES	COLONY-1X6" FENCE DOGEAR (5)	INVOICE	\$2.91
	35263	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	FACILITY MAINTENANCE	SHOP-MURIATIC ACID	INVOICE	\$89.93
	35343	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - AJUSTABLE SPRAY NOZZLE	INVOICE	\$1.99
	34691	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	AC REFRIGERANT FOR VEHICLES (8)	INVOICE	\$43.92
	36715	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - PS QUAD CLEAR CAULKING (4)	INVOICE	\$226.56
	37306	02-80-7500-5100	POOL SUPPLIES	RECREATION	SUPPLIES	SEA - POLY BRAIDED ROPING (1)	INVOICE	\$17.96
	37482	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - CHIP BRUSH 2" 24PK (1)	INVOICE	\$397.06
	37291	14-45-7500-5110	PAPER GOODS	BPC	SUPPLIES	PROPANE TANK FOR GRILL (1)	INVOICE	\$17.76
	37289	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	FACILITY MAINTENANCE	T8 LIGHT BULBS (1 CASE)	INVOICE	\$98.65
	36973	01-20-8100-5000	EQUIPMENT	GENERAL	EQUIPMENT	SHOP - 11PC WRENCH SET (1)	INVOICE	\$102.86
37	37369	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - WHITE DUCK ROOF COATING (1)	INVOICE	\$55.14
	37369*	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS - TUBING FOR SUMP PUMP (1)	INVOICE	\$34.99
								\$2,576.63

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METRO ENVIRONMENTAL								
	13672	01-20-8500-5000	FUEL	GENERAL	FUEL/LUBRICANTS	FUEL PUMP PEDESTAL (1)	INVOICE	\$835.00
METRO PROFESSIONAL PRODUCTS								
	166645	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	SUPPLIES	GLOVES (4)	AMEX	\$611.54
	165998	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	SUPPLIES	5 GAL PAIL WAX	AMEX	\$79.86
	166753	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	SUPPLIES	AEROBLUE HAND/BODY SOAP (10)	AMEX	\$596.80
								\$1,288.20
Michelle Rushing								
	8/31/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$300.00
MID AMERICA POOL INC								
	2016312	12-96-2700-5000	PSSWC POOL PAINTING	CAPITAL	2016 CAPITAL PROJECTS	PS-DIAMOND BRITE POOL BASES	INVOICE	\$74,660.00
MID CENTRAL PEST CONTROL								
	2318	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	MONTHLY PEST CONTROL-AUG	INVOICE	\$60.00
	2179	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	MONTHLY PEST CONTROL-JUL	INVOICE	\$60.00
								\$120.00
MIGHTY MITES AWARDS								
	6720	02-75-5400-5010	BOYS BASEBALL EQUIPMENT	RECREATION	BASEBALL	4/5 TEE BALL 95 QTY MEDALS	AMEX	\$280.25
MIZUNO USA, INC.								
	4935769	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	MERCHANDISE RESALE	S5 BLUE ION WEDGE	AMEX	\$114.64
NADLER GOLF								
	387847	14-40-4000-5010	GOLF CART REPAIRS PER LEASE	BPC	RENTALS	GOLF CART REPAIRS PER LEASE	INVOICE	\$243.71
	387902	14-40-4000-5010	GOLF CART REPAIRS PER LEASE	BPC	RENTALS	CREDIT FOR GOLF CART CHARGER	INVOICE	\$(526.90)
	387920	14-40-4000-5010	GOLF CART REPAIRS PER LEASE	BPC	RENTALS	GOLF CART REPAIRS CART 29	INVOICE	\$54.43
	3888477	14-90-0020-5000	ELECTRIC GOLF CART	BPC	LEASE	GOLF CART LEASE PER CONTRACT/SEPT	INVOICE	\$12,891.67
								\$12,662.91
NAND, INC.								
	3167840	02-50-5400-5100	YOUNG REMBRANDTS	RECREATION	ARTS AND CRAFTS	ELEM DRAW 237403 F (6) PD CHARGE \$5 CHECK		\$240.00
NEXBELT LLC								
74	35702	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	MERCHANDISE RESALE	BPC-NEXBELTS (20)	AMEX	\$625.64

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NICOR GAS	35619870816	02-80-8000-5010	NATURAL GAS	RECREATION	UTILITIES	SEA NATURAL GAS/JUL	CHECK	\$976.88
	4005239	02-10-8000-5010	NATURAL GAS	RECREATION	UTILITIES	VOG BARN NATURAL GAS/AUG	CHECK	\$46.89
	40860130816	02-10-8000-5010	NATURAL GAS	RECREATION	UTILITIES	VOG HOUSE NATURAL GAS/AUG	CHECK	\$53.99
								\$1,077.76
NIKE USA INC	989809387	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	MERCHANDISE RESALE	NIKE CUSTOM WEDGE	AMEX	\$64.73
NORTHWEST TOWN REFRIGERATION	SI2026061	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - HVAC SERVICE RTU#3 (1)	INVOICE	\$1,759.00
NORTHWEST TRUCKS INC	01P405969	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	FRONT AXLE SEAL FOR 510	INVOICE	\$62.09
ORIENTAL TRADING CO., INC.	20163295	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	STAR	SITE SUPPLIES	AMEX	\$71.91
PADDOCK PUBLICATIONS	T4449237	02-96-0800-5000		RECREATION	SEA SPRINKLER SYSTEM	BID NOTICE FAC FIRE SUPPRESSION SYS	INVOICE	\$43.20
PARK DISTRICT RISK MANAGEMENT	08/16	01-10-7100-5000	HEALTH INSURANCE	GENERAL	EMPLOYEE BENEFITS	PDRMA HEALTH INSURANCE - AUGUST 2	INVOICE	\$62,468.01
PEPSI-COLA GEN BOT INC	97195109	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	BOTTLE WATER 12 CASE	INVOICE	\$993.43
	85635062	14-45-4600-5000	FOOD COGS	BPC	FOOD	3 GALLON BAG IN THE BOX (6)	CHECK	\$425.30
	82599602	14-45-4700-5000	BEV/LIQUOR COGS	BPC	BEVERAGE	AQUA BOTTLED WATER 12 CASES	CHECK	\$1,245.49
								\$2,664.22
PERFECT CLEANING SERVICES CORP	42693	11-20-7300-5040	CONTRACTUAL CUSTODIAL	PSSWC	CONTRACTED SERVICES	PS CONTRACTUAL CLEANING	INVOICE	\$11,287.50
PETTY CASH	090816	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	GENERAL PROGRAMS	50+ TABLE TENNIS PADDLES	CHECK	\$61.07
	082416	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	GENERAL PROGRAMS	TABLE COVERS (6) - 50+ CENTER	CHECK	\$50.93
								\$112.00
PILOT GAS STATION	33098	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	EDUCATION/TRAINING	DIR SCHOOL-CT-TRAVEL EXPENSE	AMEX	\$22.23

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PING 06-2018	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	MERCHANDISE RESALE	PING G IRON SET	AMEX	\$490.88
PORTER PIPE AND SUPPLY 11491709-00	11-80-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS - FLAME ROD (2)	INVOICE	\$520.90
PRESTIGE GROUT & TILE INC 1711	12-96-2700-5000	PSSWC POOL PAINTING	CAPITAL	2016 CAPITAL PROJECTS	PS-POOL DECKS, TILE REPAIR	INVOICE	\$16,362.00
PROTECH SECURITY GROUP, INC. HEP0826-16	02-10-7300-5000	PROFESSIONAL SERVICES	RECREATION	PROFESSIONAL SERVICES	PARK SECURITY 7/25-8/21	CHECK	\$2,435.00
QUALITY PEST CONTROL 22258	02-10-7300-5000	PROFESSIONAL SERVICES	RECREATION	PROFESSIONAL SERVICES	TC GENERAL PEST CONTROL	INVOICE	\$47.00
RANDY JORDAN 7515	02-85-5500-5000	YTH HOCKEY-WOLFPACK EXP	RECREATION	YOUTH LEAGUES	USA HOCKEY HOTEL REIMB 3 NIGHTS/ R	CHECK	\$527.13
RECREONICS INC 731261	12-96-2700-5000	PSSWC POOL PAINTING	CAPITAL	2016 CAPITAL PROJECTS	PS LANE LINES LAP POOL	INVOICE	\$1,066.20
REDMON'S TOWING 432840	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	WINCH DUMP TRUCK AND CHIPPER OUT	INVOICE	\$400.00
Ricki Trudeau 9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$62.00
ROBERT A. MICHALAK 20163455	14-40-5000-5100	LESSON EQUIP EXPENSE	BPC	GENERAL PROGRAMS	CONTRACTED LESSONS 90%	CHECK	\$804.60
ROCK N KIDS INC HEPS0716 HEPS0816	02-60-5500-5000 02-60-5500-5000	CHILD CARE PROGRAM EXP CHILD CARE PROGRAM EXP	RECREATION RECREATION	ELC ELC	JULY 14, 21, 28 ELC KID ROCK CLASS \$8 ELC KID ROCK CLASSES 8/4 & 8/11	CHECK CHECK	\$240.00 \$160.00
78 ROGELIO BENAVIDES III 20163334	01-20-7100-5020	UNIFORMS	GENERAL	EMPLOYEE BENEFITS	SHOP - ROY B. SAFETY SHOES REIMBUR	CHECK	\$87.84

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ROYAL PUBLISHING INC								
	7814866	14-40-7900-5000	ADVERTISING	BPC	ADVERTISING/PROMOTION	HEHS FALL PROGRAM AD	AMEX	\$250.00
RUSSO POWER EQUIPMENT								
	3402908	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	GAS CAPS FOR ROCKWALL (2)	INVOICE	\$7.18
SAMS CLUB DIRECT COMMERCIAL								
	904608148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	CHIPS,FRUIT,CRACKERS	INVOICE	\$279.30
	904808148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	MILK,PAPER PLATES,FRUIT,COOKIES,CHE	INVOICE	\$312.99
	905408148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	FRUIT,BAGELS,COOKIES,HAND WIPES	INVOICE	\$738.17
	190008148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	CRACKERS,COOKIES,CHEESE,CUPS,BOWL	INVOICE	\$262.24
	189908148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	CHIPS,CUPS,CRACKERS	INVOICE	\$297.40
	904508148	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	STAR	CUPS,MILK,CRACKERS	INVOICE	\$312.34
	75210632823	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	MILK,CRACKERS,CHIPS,BANDAIDS,SNAC	INVOICE	\$191.91
	538408148	02-15-7900-5000	ADVERTISING	RECREATION	ADVERTISING	GIFT CARDS ITUNES/GOOGLE PLAY (9)	INVOICE	\$57.96
	598408148	02-15-7500-5000	GRAPHIC/COMPUTER SUPPLIES	RECREATION	SUPPLIES	WATER AND SNACKS - POKEMON GO EVE	INVOICE	\$74.28
	599608148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	ELC FRUIT MUFFINS SNACKS CHEESE	INVOICE	\$120.74
	089508148	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	GENERAL PROGRAMS	COFFEE,CREAM,SUGAR	INVOICE	\$145.51
	762604148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	SNACKS - GOLDFISH, CRACKERS, PRETZE	INVOICE	\$89.19
	962008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	MARGARINE, AJAX, CUPS	INVOICE	\$105.55
	CF-160804	01-10-7600-5000	PROFESSIONAL DUES/SUBSCRIPTION	GENERAL	PROFESSIONAL DUES/SUBS	SAMS CLUB ADMIN FEES	INVOICE	\$50.00
	6377990336	11-10-8100-5000	EQUIPMENT	PSSWC	EQUIPMENT	PS-SAMSUNG 55IN SMART TV(1)	AMEX	\$622.88
								\$3,660.46
Satish Chilla								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$93.00
SCHAUMBURG BUSINESS ASSOC								
	30750	01-10-7800-5000	ADMINISTRATIVE EXPENSE	GENERAL	ADMINISTRATIVE	GOOD MORNING SCHAUMBURG 2/9/16 D	CHECK	\$25.00
	30523	01-10-7800-5000	ADMINISTRATIVE EXPENSE	GENERAL	ADMINISTRATIVE	LEADERSHIP LUNCHEON 1/2016 DEAN	CHECK	\$15.00
								\$40.00
SCHOOL BUS PARTS COMPANY								
	3442	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	STRAIGHT PIPE	AMEX	\$527.15
SCHOOL DISTRICT 54								
77	OM26492	02-50-5100-5060	TEEN CAMP EXPENSES	RECREATION	GENERAL DAY CAMPS	JULY EISENHOWER CAMP RENTAL (5DAY	CHECK	\$600.00
	OM26493	02-60-5100-5010	EXPLORERS CAMP (WILLOHAWK)	RECREATION	DAY CAMPS	JULY LAKEVIEW CAMP RENTAL(5DAYS)	CHECK	\$600.00
	OM26494	02-50-5100-5070	SPORTS CAMP EXPENSE	RECREATION	GENERAL DAY CAMPS	JULY MACARTHUR CAMP RENTAL(5DAYS)	CHECK	\$600.00
								\$1,800.00

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VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
SEPCO SOLAR ELECTRIC POWER CO								
	20985	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	EQUIPMENT MAINTENANCE	VICTORIA INVERTER BALLAST (1)	AMEX	\$74.30
SERVICE SANITATION INC								
	7196733	02-50-5900-5040	PARTY IN THE PARK	RECREATION	SPECIAL EVENTS	PORT O LETS/HAND WASH STATION PIP- INVOICE		\$794.00
SHERWIN WILLIAMS								
	0005-7	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	FACILITY MAINTENANCE	SHOP-PAINT FOR OFFICE RENOVATION	AMEX	\$22.99
	9979-4	11-80-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS-POOL PAINT FOR LAP POOL - 1 GAL	AMEX	\$18.19
	9946-9	11-80-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	EQUIPMENT MAINTENANCE	PSS - PAINT FOR LAP POOL PAINTING (2	AMEX	\$95.28
	1800393504	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	FACILITY MAINTENANCE	PSS - EPOXY WHITE PAINT (1)	AMEX	\$47.69
								\$184.15
SIKICH LLP								
	262671	01-10-6500-5000	AUDIT SERVICE	GENERAL	AUDIT SERVICE	SIKICH SERV YE 12/15 FINAL	AMEX	\$2,995.00
SOUTH SIDE CONTROL SUPPLY CO.								
	S100331730.001	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - POWER ASSEMBLY FOR UNIT AHU2	INVOICE	\$90.56
SPECIATY MAT SERVICES								
	082016	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	SUPPLIES	PS-FACILITY MAT SERVICES	AMEX	\$165.56
	831153	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	SUPPLIES	PS-FACILITY MAT SERVICES	AMEX	\$4.00
								\$169.56
SPEEDWAY GAS STATION								
	827996878	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	EDUCATION/TRAINING	DIR SCH-CT-TRAVEL EXPENSE	AMEX	\$27.27
SPORT CONNECTION INC								
	20163449	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	STAR	STAR LONG SLEEVE TSHIRTS SMALL-20	INVOICE	\$530.00
	20163515	02-75-5600-5000	OUTDOOR SOCCER LEAGUES	RECREATION	SOCCER	YOUTH SIZE UNIFORM 115 X \$31.75	INVOICE	\$4,528.75
	20163677	02-75-5600-5000	OUTDOOR SOCCER LEAGUES	RECREATION	SOCCER	FALL OUTDOOR SOCCER UNIF ADDNL OR	INVOICE	\$252.50
	20163089	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	GENERAL PROGRAMS	50+ T SHIRT	INVOICE	\$10.00
	081516	02-34-7100-5020	UNIFORMS	RECREATION	EMPLOYEE BENEFITS	DESK STAFF JACKETS WRC	INVOICE	\$2,033.00
								\$7,354.25
STERLING NETWORK INTEGRATION								
	080904	01-10-7300-5050	INFORMATION SERVICES SUPPORT	GENERAL	PROFESSIONAL SERVICES	SUPPORT-CONVERT SHORETEL TO VM (7	INVOICE	\$973.00
7	200608	01-10-8900-5000	COMPPUTER/PHONE EQUIPMENT	GENERAL	TECHNOLOGY	SYNOLOGY NAS SERVER RACK MOUNT	INVOICE	\$2,578.00
								\$3,551.00
Steve Ainsworth								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$65.00

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STUEVER & SONS INC								
	0153456	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	BI-WEEKLY BEER LINE CLEANING	INVOICE	\$83.00
	0153465	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	BI-WEEKLY BEER LINE CLEANING	INVOICE	\$203.70
	0155919	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	BI-WEEKLY BEER LINE CLEANING	INVOICE	\$83.00
								\$369.70
Sunil Asija								
	8/17/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$129.00
SUPERIOR KNIFE INC								
	153550	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	KNIFE SHARPENING	INVOICE	\$30.00
	1095	14-45-7300-5000	GENERAL SERVICES	BPC	CONTRACTED SERVICES	KNIFE SHARPENING	INVOICE	\$30.00
								\$60.00
SYSCO FOOD SRVS-CHICAGO INC								
	608059097	14-45-4600-5000	FOOD COGS	BPC	FOOD	POTATO CHIPS (1)	INVOICE	\$36.40
	608042035	14-45-4600-5000	FOOD COGS	BPC	FOOD	FRESH EGGS (1)	INVOICE	\$1,707.12
	608103844	14-45-4600-5000	FOOD COGS	BPC	FOOD	LIQUID EGG (3)	INVOICE	\$1,557.15
	608081455	14-45-4600-5000	FOOD COGS	BPC	FOOD	PIZZA CHEESE(1)	INVOICE	\$1,479.95
	608059083	14-45-4600-5000	FOOD COGS	BPC	FOOD	PEPPER JACK CHEESE(1)	INVOICE	\$67.73
	608011492	14-45-4600-5000	FOOD COGS	BPC	FOOD	SOUR CREAM(2)	INVOICE	\$850.46
	608181561	14-45-4600-5000	FOOD COGS	BPC	FOOD	BUTTER (1 CASE)	INVOICE	\$1,183.80
	608121855	14-45-4600-5000	FOOD COGS	BPC	FOOD	PARMESAN CHEESE (1 CASE)	INVOICE	\$1,913.55
	608163694	14-45-4600-5000	FOOD COGS	BPC	FOOD	2 OZ SLIDER (1 CASE)	INVOICE	\$1,030.33
	608311967	14-45-4600-5000	FOOD COGS	BPC	FOOD	HEAVY CREAM 1 CASE	INVOICE	\$1,449.55
	608261417	14-45-4600-5000	FOOD COGS	BPC	FOOD	PIZZA CHEESE 1 CASE	INVOICE	\$1,610.80
	608221397	14-45-4600-5000	FOOD COGS	BPC	FOOD	HALF AND HALF (1 CASE)	INVOICE	\$1,752.20
	608241731	14-45-4600-5000	FOOD COGS	BPC	FOOD	SOUR CREAM 1 CASE	INVOICE	\$1,559.35
	608291483	14-45-4600-5000	FOOD COGS	BPC	FOOD	BEEF STRIPLOIN 41 LB AT 7.719LB	INVOICE	\$1,930.38
								\$18,128.77
TAYLORMADE-ADIDAS GOLF COMPANY								
	31774654	14-40-4500-5100	PRO SHOP - GOLF BALLS (COGS)	BPC	MERCHANDISE RESALE	NOODLE LONG & SOFT GOLF BALLS (72)	AMEX	\$713.52
	103830	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	MERCHANDISE RESALE	TAYLORMADE M2 FAIRWAY WOOD	AMEX	\$141.04
	103781	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	MERCHANDISE RESALE	TAYLORMADE CLMCO PANTS	AMEX	\$53.56
	103782	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	MERCHANDISE RESALE	TAYLORMADE CLMCO SHORTS	AMEX	\$396.17
								\$1,304.29
TEAM REIL INC								
79	20353	12-96-2100-5000	VICTORIA N. PLAYGROUND RPLC	CAPITAL	2016 CAPITAL PROJECTS	BIBA SIGN HARDWARE	INVOICE	\$65.74

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TEBON'S GAS SERVICE								
185798	02-85-8000-5040	PROPANE		RECREATION	UTILITIES	REFILL PROPANE TANKS (6)	INVOICE	\$134.00
185852	02-85-8000-5040	PROPANE		RECREATION	UTILITIES	REFILL PROPANE TANKS (4)	INVOICE	\$92.00
186024	02-85-8000-5040	PROPANE		RECREATION	UTILITIES	REFILL PROPANE TANKS	INVOICE	\$92.00
186070	02-85-8000-5040	PROPANE		RECREATION	UTILITIES	REFILL PROPANE TANKS	INVOICE	\$113.00
								\$431.00
TEMPERATE EQUIPMENT CORP								
4570657-00	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR		GENERAL	FACILITY MAINTENANCE	SHOP-370V RUN CAPACITOR	INVOICE	\$192.93
THE FINER LINE INC								
58209	01-10-7800-5030	COMMISSIONER EXPENSE		GENERAL	ADMINISTRATIVE	MAGNETIC BADGE CHAD BETTENCOURT	INVOICE	\$30.00
THE READING CENTER INC								
20163410	02-60-5000-5100	CONT EARLY CHILDHOOD EXPENSE		RECREATION	GENERAL PROGRAMS	READING IS FUN 9 PARTICIPANTS @ \$8	CHECK	\$504.00
THE UPS STORE								
91603681	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)		BPC	MERCHANDISE RESALE	SHIPPING SHOE RETURN (15 PAIR; 2 BO	AMEX	\$104.44
20163627	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)		BPC	MERCHANDISE RESALE	SHIPPING & HANDLING (CLUB REPAIR)	AMEX	\$26.27
								\$130.71
TOTAL STEALTH								
96967	01-20-6300-5000	LOSS PREVENTION INSPECTIONS		GENERAL	LOSS PREVENTION	CANON-EST REBUILD FIRE ALARM RELIE	INVOICE	\$1,325.00
TOUR EDGE								
01098046	14-40-5000-5200	JUNIOR PROGRAM EXPENSES		BPC	GENERAL PROGRAMS	TOUR EDGE INDIVIDUAL DRIVERS	AMEX	\$515.50
01103585	14-40-5000-5200	JUNIOR PROGRAM EXPENSES		BPC	GENERAL PROGRAMS	TOUR EDGE INDIVIDUAL IRONS	AMEX	\$726.00
01093802	14-40-5000-5200	JUNIOR PROGRAM EXPENSES		BPC	GENERAL PROGRAMS	TOUR EDGE INDIVIDUAL IRONS	AMEX	\$764.00
								\$2,005.50
TOWN & COUNTRY DISTRIBUTORS								
148753	14-45-4600-5000	FOOD COGS		BPC	FOOD	SERVICE CHARGE	CHECK	\$731.11
147088	14-45-4700-5000	BEV/LIQUOR COGS		BPC	BEVERAGE	SERVICE CHARGE	CHECK	\$846.15
997175	14-45-4700-5000	BEV/LIQUOR COGS		BPC	BEVERAGE	SERVICE CHARGE	CHECK	\$665.42
997087	14-45-4600-5000	FOOD COGS		BPC	FOOD	SERVICE CHARGE	CHECK	\$381.33
997247	14-45-4600-5000	FOOD COGS		BPC	FOOD	KEG DEPOSIT RETURN (5)	CHECK	\$428.28
150442	14-45-4700-5000	BEV/LIQUOR COGS		BPC	BEVERAGE	ISC	CHECK	\$782.71
								\$3,835.00
TOWNSHIP HIGH SCHOOL								
6933/7020	11-10-4000-5000	FACILITY RENTAL EXPENSE		PSSWC	RENTALS	PS-POOL RENTAL HOFFMAN HS 42 HOUR	CHECK	\$1,764.00



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Tracy Lucier	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$125.00
TRANE US INC	37004909	12-96-1400-5000	ICE SHELL/TUBE/TOWER CONDENS	CAPITAL	2016 CAPITAL PROJECTS	SHELL/TUBE-4TH PYMT - FINAL TO TRAN	INVOICE	\$33,988.30
	1094463X	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	FACILITY MAINTENANCE	BPC-HEATER CRANKCASE	INVOICE	\$11.07
	1374233X	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	TC - 18" ALLIGATOR LEAD (1)	INVOICE	\$717.97
								\$34,717.34
TRI-COUNTY STOCKDALE	246455	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - RAZOR PRO PESTICIDE (50)	INVOICE	\$1,110.00
	245680	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	ATHLETICS - TREFLON WEED CTRL (50)	INVOICE	\$2,530.00
	246099	01-20-8400-5020	ATHLETIC FIELD SUPPLIES	GENERAL	PARK/LAND MAINTENANCE	ATHLETICS - PROSEDGE WD CTRL (20 PK	INVOICE	\$193.50
								\$3,833.50
TUMBLING TIMES INC.	20163408	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	ELC	ELC GYMNASTICS CLASS - 5 WEEKS	CHECK	\$350.00
	20163351	02-50-5300-5100	TUMBLING TIMES CONTRACTUAL	RECREATION	GYMNASTICS	SUM SES 2 GYMN 234301 C1-234310 B1(	CHECK	\$3,342.15
								\$3,692.15
TYCO INTEGRATED SECURITY LLC	26998000	14-10-7300-5020	ALARM	BPC	PROFESSIONAL SERVICES	BPC STORAGE BLDG ALARM-3QTR	CHECK	\$736.78
UNTIED SOCCER ALLIANCE OF IN	20163541	02-75-5600-5275		RECREATION	SOCCER	HUSC THAKAR U14 FUSION FALL CLASSI	CHECK	\$699.00
VALERIE CHMIELAK	332924	02-60-5200-5010	PRESCHOOL FUNDRAISER EXPENSE	RECREATION	PRESCHOOL	PARENT/CHILD CARE COURSE - V. CHMI	CHECK	\$52.00
VALERIE FABER	20163636	11-30-4200-5100	MASSAGE THERAPY	PSSWC	GUEST SERVICES	PS 60 MIN MASS,JENSEN,8/20	CHECK	\$397.50
	20163486	11-30-4200-5100	MASSAGE THERAPY	PSSWC	GUEST SERVICES	PS 60 MIN MASS,FERGUSON,8/06	CHECK	\$233.00
								\$630.50
VAN-LANG FOODS	90051	14-45-4600-5000	FOOD COGS	BPC	FOOD	BEEF WELLINGTON 1 CASE	INVOICE	\$332.00
	89848	14-45-4600-5000	FOOD COGS	BPC	FOOD	COZY SHRIMP (1 CASE)	INVOICE	\$471.00
								\$803.00
VERIZON WIRELESS	9771056344	01-10-8000-5030	TELEPHONE	GENERAL	UTILITIES	ADMIN TABLET-GIS SERVICE	CHECK	\$135.46

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VERTICAL ENDEAVORS								
	20163289	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	VERTICAL ENDEAVORS FIELD TRIP	VISA	\$454.00
VILLAGE OF HOFFMAN ESTATES								
	20163364	14-02-0200-2010	SALES TAX PAYABLE	BPC	ACCOUNTS PAYABLE	JUL16 BPC F&B SALES TAX	CHECK	\$2,711.76
WAGeworks								
	125AIO480924	01-10-7100-5000	HEALTH INSURANCE	GENERAL	EMPLOYEE BENEFITS	MONTHLY FSA FEE	CHECK	\$50.00
WALMART COMMUNITY BRC								
	880651	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	MILK, YOGURT, BREAD, FRUIT 8/22	AMEX	\$64.95
	887483	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	STAR	RED POSTER BOARD	AMEX	\$141.17
	882345	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	MILK, FRUIT, CHEESE	AMEX	\$120.52
	864385	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	ELC	YOGURT, MILK, FRUIT	AMEX	\$98.66
								\$425.30
WANDERING TREE ESTATES LTD								
	20163619	02-55-5000-5020	SENIOR TRIP EXPENSE	RECREATION	GENERAL PROGRAMS	PD DEP 6/1/16 (\$120) #20162160	CHECK	\$230.00
WAREHOUSE DIRECT								
	3158225-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	SUPPLIES	GEN/LAVENDAR PAPER	AMEX	\$338.20
	3175032-0	02-15-7500-5000	GRAPHIC/COMPUTER SUPPLIES	RECREATION	SUPPLIES	COLORED INK FOR DESKJET (3)	AMEX	\$211.18
	3175029-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	SUPPLIES	PC201 THERMAL FOR FAX NSIDE	AMEX	\$33.35
	3175029-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	SUPPLIES	BALL PT PENS/SUE (1 DZ)	AMEX	\$80.56
	3159594-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	SUPPLIES	HP TONER CART (ACCT/ADMIN)	AMEX	\$573.96
								\$1,237.25
WEBER GRILL								
	10485763	01-20-7800-5000	ADMINISTRATIVE EXPENSE	GENERAL	ADMINISTRATIVE	EMPLOYEE APPRECIATION LUNCHEON	AMEX	\$28.52
Wendy Ambroziak								
	9/14/2016 12:00:00	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$145.00
WENSCO SIGN SUPPLY								
	1614152	01-20-8400-5050	PARK AMENITIES	GENERAL	PARK/LAND MAINTENANCE	PARKS - SHEETS FOAM BOARD/ SIGNAGE	AMEX	\$545.14
WEST SANITATION SERVICES INC								
	160802-187	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	SUPPLIES	PS-ODOR CONTROL	AMEX	\$35.00

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WEXFORD	1239275	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	MERCHANDISE RESALE	GX1 RANGEFINDER(2)	AMEX	\$665.40
WOODRIDGE PARK DISTRICT	20163284	02-60-5100-5020	MINI DAY CAMP	RECREATION	DAY CAMPS	CYPRESS COVE TRIP 8/10 65 PARTICIPA	VISA	\$576.00
WR HARDWARE	20163653	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	FACILITY MAINTENANCE	VOGL - KICK PLATE (1)	AMEX	\$31.95
Yolanda Powers	9/7/2016 12:00:00 A	01-02-0220-2900		GENERAL	DEFERRED INCOME	Credit Bal Refund	CHECK	\$65.00
YOUTH ELITE SOCCER, LLC	20163632	02-02-0400-2730	HOFFMAN UNITED SOCCER CLUB	RECREATION	TRAVEL - SOCCER	HUSC YES ADAM TRNG JULY #4026	CHECK	\$7,200.00
	20163425	02-02-0400-2730	HOFFMAN UNITED SOCCER CLUB	RECREATION	TRAVEL - SOCCER	HUSC YES ADAM TRNG JULY 4026	CHECK	\$7,200.00
								\$14,400.00
							Total:	\$648,766.54

REVENUE AND EXPENDITURE REPORT FOR HOFFMAN ESTATES PARK DISTRICT

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 01 - GENERAL							
	ADMINISTRATION	978,961.26	4,230,830.64	0.00	5,037,641.00	806,810.36	83.98
	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL Revenues	978,961.26	4,230,830.64	0.00	5,037,641.00	806,810.36	83.98
	ADMINISTRATION	180,761.64	1,675,958.51	(52,056.22)	2,797,982.00	1,174,079.71	58.04
	MAINTENANCE	182,189.52	1,318,071.89	25,973.92	2,124,659.00	780,613.19	63.26
	TOTAL Expenditures	362,951.16	2,994,030.40	(26,082.30)	4,922,641.00	1,954,692.90	60.29
Fund 01 - GENERAL:							
	TOTAL REVENUES	978,961.26	4,230,830.64	0.00	5,037,641.00	806,810.36	83.98
	TOTAL EXPENDITURES	362,951.16	2,994,030.40	(26,082.30)	4,922,641.00	1,954,692.90	60.29
	NET OF REVENUES & EXPENDITURES	616,010.10	1,236,800.24	26,082.30	115,000.00	(1,147,882.54)	1,098.16

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR		ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
		MONTH 08/31/16	YTD BALANCE 08/31/2016				
Fund 02 - RECREATION							
	ADMINISTRATION	318,345.65	1,300,411.87	0.00	1,536,543.00	236,131.13	84.63
	C&M	0.00	0.00	0.00	0.00	0.00	0.00
	TRIPHAHN CENTER	23,350.86	191,376.71	0.00	287,400.00	96,023.29	66.59
	WILLOW REC CENTER	19,895.07	180,445.81	0.00	278,597.00	98,151.19	64.77
	GENERAL PROGRAMMING	23,834.11	407,191.54	0.00	488,625.00	81,433.46	83.33
	SENIOR	4,681.49	94,540.40	0.00	92,300.00	(2,240.40)	102.43
	EARLY CHILDHOOD	156,793.12	1,189,798.58	0.00	1,631,341.00	441,542.42	72.93
	ADULT ATHLETICS	4,049.41	36,796.12	0.00	68,140.00	31,343.88	54.00
	YOUTH ATHLETICS	6,158.33	148,302.79	0.00	229,290.00	80,987.21	64.68
	AQUATICS	55,452.85	283,644.23	0.00	263,559.00	(20,085.23)	107.62
	ICE	60,992.23	956,533.90	0.00	1,740,945.00	784,411.10	54.94
	<b>TOTAL Revenues</b>	<b>673,553.12</b>	<b>4,789,041.95</b>	<b>0.00</b>	<b>6,616,740.00</b>	<b>1,827,698.05</b>	<b>72.38</b>
	ADMINISTRATION	192,627.55	1,517,527.26	9,682.29	2,291,843.00	764,633.45	66.64
	MAINTENANCE	18,549.99	147,405.04	2,404.81	213,990.00	64,180.15	70.01
	C&M	16,710.60	222,807.20	221.38	327,600.00	104,571.42	68.08
	TRIPHAHN CENTER	11,091.27	89,081.62	4,718.20	146,719.00	52,919.18	63.93
	WILLOW REC CENTER	10,054.71	84,508.15	6,696.62	136,129.00	44,924.23	67.00
	GENERAL PROGRAMMING	31,715.90	261,074.93	(3,060.10)	342,480.00	84,465.17	75.34
	SENIOR	3,997.39	72,578.20	778.49	71,638.00	(1,718.69)	102.40
	EARLY CHILDHOOD	90,846.30	608,692.16	(6,182.59)	818,547.00	216,037.43	73.61
	ADULT ATHLETICS	5,763.18	21,747.03	3,427.00	39,438.00	14,263.97	63.83
	YOUTH ATHLETICS	41,465.59	99,852.31	(53.51)	98,102.00	(1,696.80)	101.73
	AQUATICS	57,086.86	307,942.43	3,317.73	328,559.00	17,298.84	94.73
	ICE	111,983.68	967,052.23	8,042.28	1,650,945.00	675,850.49	59.06
	CAPITAL PROJECTS	0.00	17,134.79	5,000.00	50,750.00	28,615.21	43.62
	<b>TOTAL Expenditures</b>	<b>591,893.02</b>	<b>4,417,403.35</b>	<b>34,992.60</b>	<b>6,516,740.00</b>	<b>2,064,344.05</b>	<b>68.32</b>
Fund 02 - RECREATION:							
	TOTAL REVENUES	673,553.12	4,789,041.95	0.00	6,616,740.00	1,827,698.05	72.38
	TOTAL EXPENDITURES	591,893.02	4,417,403.35	34,992.60	6,516,740.00	2,064,344.05	68.32
	<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>81,660.10</b>	<b>371,638.60</b>	<b>(34,992.60)</b>	<b>100,000.00</b>	<b>(236,646.00)</b>	<b>336.65</b>

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 07 - IMRF							
ADMINISTRATION		152,766.06	532,690.58	0.00	565,841.00	33,150.42	94.14
TOTAL Revenues		<u>152,766.06</u>	<u>532,690.58</u>	<u>0.00</u>	<u>565,841.00</u>	<u>33,150.42</u>	<u>94.14</u>
ADMINISTRATION		37,488.00	299,904.00	0.00	449,841.00	149,937.00	66.67
TOTAL Expenditures		<u>37,488.00</u>	<u>299,904.00</u>	<u>0.00</u>	<u>449,841.00</u>	<u>149,937.00</u>	<u>66.67</u>
Fund 07 - IMRF:							
TOTAL REVENUES		152,766.06	532,690.58	0.00	565,841.00	33,150.42	94.14
TOTAL EXPENDITURES		<u>37,488.00</u>	<u>299,904.00</u>	<u>0.00</u>	<u>449,841.00</u>	<u>149,937.00</u>	<u>66.67</u>
NET OF REVENUES & EXPENDITURES		<u>115,278.06</u>	<u>232,786.58</u>	<u>0.00</u>	<u>116,000.00</u>	<u>(116,786.58)</u>	<u>200.68</u>

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 08 - DEBT SERVICE							
	ADMINISTRATION	1,017,100.47	4,099,444.57	0.00	4,760,000.00	660,555.43	86.12
	BOND PROCEEDS	0.00	0.00	0.00	1,876,400.00	1,876,400.00	0.00
	TOTAL Revenues	<u>1,017,100.47</u>	<u>4,099,444.57</u>	<u>0.00</u>	<u>6,636,400.00</u>	<u>2,536,955.43</u>	<u>61.77</u>
	ADMINISTRATION	0.00	0.00	0.00	33,150.00	33,150.00	0.00
	BOND PAYMENTS	0.00	1,638,075.01	0.00	6,363,250.00	4,725,174.99	25.74
	TOTAL Expenditures	<u>0.00</u>	<u>1,638,075.01</u>	<u>0.00</u>	<u>6,396,400.00</u>	<u>4,758,324.99</u>	<u>25.61</u>
Fund 08 - DEBT SERVICE:							
	TOTAL REVENUES	1,017,100.47	4,099,444.57	0.00	6,636,400.00	2,536,955.43	61.77
	TOTAL EXPENDITURES	0.00	1,638,075.01	0.00	6,396,400.00	4,758,324.99	25.61
	NET OF REVENUES & EXPENDITURES	<u>1,017,100.47</u>	<u>2,461,369.56</u>	<u>0.00</u>	<u>240,000.00</u>	<u>(2,221,369.56)</u>	<u>1,025.57</u>

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 09 - SPECIAL RECREATION							
	ADMINISTRATION	136,094.66	474,557.96	0.00	630,435.00	155,877.04	75.27
	TOTAL Revenues	<u>136,094.66</u>	<u>474,557.96</u>	<u>0.00</u>	<u>630,435.00</u>	<u>155,877.04</u>	<u>75.27</u>
	ADMINISTRATION	7,155.00	209,526.39	152,286.39	390,435.00	28,622.22	92.67
	CAPITAL PROJECTS	0.00	204,775.66	5,836.06	205,000.00	(5,611.72)	102.74
	TOTAL Expenditures	<u>7,155.00</u>	<u>414,302.05</u>	<u>158,122.45</u>	<u>595,435.00</u>	<u>23,010.50</u>	<u>96.14</u>
Fund 09 - SPECIAL RECREATION:							
	TOTAL REVENUES	136,094.66	474,557.96	0.00	630,435.00	155,877.04	75.27
	TOTAL EXPENDITURES	<u>7,155.00</u>	<u>414,302.05</u>	<u>158,122.45</u>	<u>595,435.00</u>	<u>23,010.50</u>	<u>96.14</u>
	NET OF REVENUES & EXPENDITURES	<u>128,939.66</u>	<u>60,255.91</u>	<u>(158,122.45)</u>	<u>35,000.00</u>	<u>132,866.54</u>	<u>279.62</u>



PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 10 - FICA							
ADMINISTRATION		152,766.06	532,690.58	0.00	567,140.00	34,449.42	93.93
TOTAL Revenues		<u>152,766.06</u>	<u>532,690.58</u>	<u>0.00</u>	<u>567,140.00</u>	<u>34,449.42</u>	<u>93.93</u>
ADMINISTRATION		44,763.00	358,104.00	0.00	537,140.00	179,036.00	66.67
TOTAL Expenditures		<u>44,763.00</u>	<u>358,104.00</u>	<u>0.00</u>	<u>537,140.00</u>	<u>179,036.00</u>	<u>66.67</u>
Fund 10 - FICA:							
TOTAL REVENUES		152,766.06	532,690.58	0.00	567,140.00	34,449.42	93.93
TOTAL EXPENDITURES		<u>44,763.00</u>	<u>358,104.00</u>	<u>0.00</u>	<u>537,140.00</u>	<u>179,036.00</u>	<u>66.67</u>
NET OF REVENUES & EXPENDITURES		<u>108,003.06</u>	<u>174,586.58</u>	<u>0.00</u>	<u>30,000.00</u>	<u>(144,586.58)</u>	<u>581.96</u>

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 11 - PSSWC							
	ADMINISTRATION	30,153.07	249,076.97	0.00	372,267.00	123,190.03	66.91
	GENERAL PROGRAMMING	2,079.78	27,667.90	0.00	40,458.00	12,790.10	68.39
	AQUATICS	1,137.80	92,071.13	0.00	191,993.00	99,921.87	47.96
	FITNESS	174,594.16	1,579,564.13	0.00	2,387,347.00	807,782.87	66.16
	<b>TOTAL Revenues</b>	<b>207,964.81</b>	<b>1,948,380.13</b>	<b>0.00</b>	<b>2,992,065.00</b>	<b>1,043,684.87</b>	<b>65.12</b>
	ADMINISTRATION	146,404.97	1,191,320.07	2,618.56	1,845,867.00	651,928.37	64.68
	MAINTENANCE	23,166.43	229,198.62	7,044.80	293,830.00	57,586.58	80.40
	C&M	887.00	35,621.06	815.03	74,430.00	37,993.91	48.95
	GENERAL PROGRAMMING	1,395.53	19,845.21	230.70	30,223.00	10,147.09	66.43
	AQUATICS	1,326.32	65,188.06	(95.28)	115,398.00	50,305.22	56.41
	CAPITAL PROJECTS	0.00	14,810.23	0.00	39,600.00	24,789.77	37.40
	FITNESS	50,166.01	394,319.96	7,806.57	580,217.00	178,090.47	69.31
	<b>TOTAL Expenditures</b>	<b>223,346.26</b>	<b>1,950,303.21</b>	<b>18,420.38</b>	<b>2,979,565.00</b>	<b>1,010,841.41</b>	<b>66.07</b>
Fund 11 - PSSWC:							
	TOTAL REVENUES	207,964.81	1,948,380.13	0.00	2,992,065.00	1,043,684.87	65.12
	TOTAL EXPENDITURES	223,346.26	1,950,303.21	18,420.38	2,979,565.00	1,010,841.41	66.07
	NET OF REVENUES & EXPENDITURES	(15,381.45)	(1,923.08)	(18,420.38)	12,500.00	32,843.46	162.75

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 12 - CAPITAL							
	ADMINISTRATION	69.00	552.00	0.00	1,015,290.00	1,014,738.00	0.05
	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL Revenues	69.00	552.00	0.00	1,015,290.00	1,014,738.00	0.05
	ADMINISTRATION	13,129.16	81,771.16	(15.00)	137,290.00	55,533.84	59.55
	CAPITAL PROJECTS	269,892.24	1,566,656.56	232,301.08	2,136,500.00	337,542.36	84.20
	TOTAL Expenditures	283,021.40	1,648,427.72	232,286.08	2,273,790.00	393,076.20	82.71
Fund 12 - CAPITAL:							
	TOTAL REVENUES	69.00	552.00	0.00	1,015,290.00	1,014,738.00	0.05
	TOTAL EXPENDITURES	283,021.40	1,648,427.72	232,286.08	2,273,790.00	393,076.20	82.71
	NET OF REVENUES & EXPENDITURES	(282,952.40)	(1,647,875.72)	(232,286.08)	(1,258,500.00)	621,661.80	149.40

PERIOD ENDING 08/31/2016

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/16	YTD BALANCE 08/31/2016	ENCUMBERED YEAR-TO-DATE	2016 AMENDED BUDGET	UNENCUMBERED BALANCE	% BDGT USED
Fund 14 - BPC							
	ADMINISTRATION	10,048.28	85,915.91	0.00	140,163.00	54,247.09	61.30
	GOLF OPERATIONS	210,060.16	1,018,658.10	0.00	1,382,849.00	364,190.90	73.66
	FOOD & BEVERAGE	132,794.43	669,238.64	0.00	1,006,425.00	337,186.36	66.50
	TOTAL Revenues	<u>352,902.87</u>	<u>1,773,812.65</u>	<u>0.00</u>	<u>2,529,437.00</u>	<u>755,624.35</u>	<u>70.13</u>
	ADMINISTRATION	71,404.45	524,187.08	10,486.32	734,157.00	199,483.60	72.83
	MAINTENANCE	53,923.92	411,022.21	23,793.00	606,062.00	171,246.79	71.74
	CAPITAL PROJECTS	21,835.67	137,425.38	35,210.00	165,266.00	(7,369.38)	104.46
	GOLF OPERATIONS	42,702.50	214,255.68	7,274.23	288,173.00	66,643.09	76.87
	FOOD & BEVERAGE	81,166.05	499,123.52	8,876.13	735,779.00	227,779.35	69.04
	TOTAL Expenditures	<u>271,032.59</u>	<u>1,786,013.87</u>	<u>85,639.68</u>	<u>2,529,437.00</u>	<u>657,783.45</u>	<u>73.99</u>
Fund 14 - BPC:							
	TOTAL REVENUES	352,902.87	1,773,812.65	0.00	2,529,437.00	755,624.35	70.13
	TOTAL EXPENDITURES	271,032.59	1,786,013.87	85,639.68	2,529,437.00	657,783.45	73.99
	NET OF REVENUES & EXPENDITURES	<u>81,870.28</u>	<u>(12,201.22)</u>	<u>(85,639.68)</u>	<u>0.00</u>	<u>97,840.90</u>	<u>100.00</u>
TOTAL REVENUES - ALL FUNDS							
		3,672,178.31	18,382,001.06	0.00	26,590,989.00	8,208,987.94	69.13
TOTAL EXPENDITURES - ALL FUNDS							
		1,821,650.43	15,506,563.61	503,378.89	27,200,989.00	11,191,046.50	58.86
	NET OF REVENUES & EXPENDITURES	<u>1,850,527.88</u>	<u>2,875,437.45</u>	<u>(503,378.89)</u>	<u>(610,000.00)</u>	<u>(2,982,058.56)</u>	<u>388.86</u>