



## **AGENDA**

### **ORIENTATION MEETING FOR NEW COMMISSIONERS**

#### **TABLE OF CONTENTS**

1. History of Hoffman Estates Park District
2. HEPD Acronyms
3. Partnerships/Agreements
4. 2014-2019 Comprehensive Master Plan Introduction
5. CAMP
6. 2016 Annual Report
7. Organization Charts
8. Executive Director
9. Budget & Appropriation Ordinance
10. Financials
11. Legal Status of Park Board
12. Organization
13. Commissioner Use of District Facilities & Services
14. Committees
15. Link to Policy Manual
16. Link to Personnel Policies

17. Open Meetings Act
18. Freedom of Information Act
19. Crisis Communication Plan
20. Current Issues: Executive Session Topics
21. List of Board Members and Community Reps
22. Calendar of Board & Committee Meetings
23. IAPD Commissioner Boot Camp
24. Board Member Development Program
25. Precinct Maps
26. Procedures for Chairing a Meeting
27. Parliamentary Procedure
28. Code of Ethics / Ethics Ordinance
29. Ten Principles for Board Members
30. Special Events Calendar
31. Powers of Individual Board Members (*Illinois Park District Law Handbook, pg 9*)
32. Friends of HE Parks Foundation
33. PDRMA
34. NWSRA
35. History of IAPD
36. Link to Website
37. Acknowledgement Receipt

## HOFFMAN ESTATES PARK DISTRICT BRIEF HISTORY

### Early History - Schaumburg Township

Once part of a broad stretch of prairie, the land that now makes up Schaumburg Township was left virtually untouched by the Indians and the earliest white explorers. In the mid-nineteenth century, the land was settled by a number of well-known German families, including the Rohlwings, Geiskes and Sunderlages. These early settlers were part of a vast wave of immigrants, hailing first from New England and later from Germany, who came to the area in search of new lands and opportunities.

The farms, churches, schools and stores erected by these early German settlers remained relatively intact for more than 100 years. Within the past 40 years, the invasion of the developer has all but eliminated these early structures from the landscape, replacing the farms and settlements with shopping centers, housing subdivisions and roads. However, a few remnants of the old rural culture remain in landmark structures such as St. Peter's Evangelical Lutheran Church and the Sunderlage farm smokehouse, as well as in a few undeveloped parcels of land that still sprinkle the area. These properties are a throwback to earlier times, when farming was a way of life and the church was the center of a community's social, political and religious activities.

Schaumburg Township was officially established on April 2, 1850, but the villages of Schaumburg and Hoffman Estates were not incorporated until 1956 and 1959 respectively. Park recreation services were originally governed by these village governments, through park committees and park commissions. But in 1963 and 1964, the Schaumburg Park District and Hoffman Estates Park District were established as separate entities to advance and provide leisure opportunities for their respective residents through the acquisition of parks and the development of recreation services and programs.

### Introduction:

The Hoffman Estates Park District—a separate governmental unit, created solely for the purpose of providing parks and recreation services for community residents—was organized in 1964, under the provisions of the Park District Code of the State of Illinois, as amended May 17, 1951. Illinois is one of the few states in which park and recreation services are allowed to operate independently from other municipal services. Funds used to operate the park district are derived from taxes, user fees and alternative revenue sources.

The formation of the Hoffman Estates Park District began on January 22, 1964, when a public meeting was held to discuss the development of parks and recreation services for the residents of Hoffman Estates. A steering committee was established to meet regularly on the issue. The 1964 Steering Committee members were Hal Gillespie, Bud Bartosch, Jim Gannon, Joe Fabbrini, Jim Sloan, Lyle Button, Betty Fink and Pat Muldowney. Due to the great support of the committee, homeowners association,

women's clubs, and the village residents, petitions were circulated and filed. A referendum was put to vote on May 2, 1964. The referendum passed and the Hoffman Estates Park District was officially established.

The first Hoffman Estates Park District offices were located in the village hall, a frame house located at 161 Illinois Blvd. The structure was built in 1916, on land which was once a working farm. The park offices were moved, on several occasions, to various schools in the area. In 1969, the park district purchased the Vogelei Park property at 650 W Higgins, to establish a more permanent home for their administrative offices.

## **THE PEOPLE, PROGRAMS, PARKS AND FACILITIES**

### **The 1960s**

#### **I. THE PEOPLE**

When the residents of Hoffman Estates voted to form the park district, they elected Bernard M. Bartosch, Charles R. Meyers, Lyle A. Button, Joseph L. Fabbrini and Elizabeth M. Fink. The first Board of Commissioners took office on May 22, 1964, with each of the five commissioners serving a term of six years. The first full-time director of parks and recreation, Vaughn R. Black, was appointed on October 7, 1969 for a salary of \$10,000.00. By the end of the sixties, the full-time staff included a director of parks & recreation, a recreation director, an assistant recreation director and a business manager. The park board worked in cooperation with School District 54 to establish a relationship where the park district would maintain and establish parks and playgrounds adjacent to the local schools, in return for priority use of school gyms after school.

#### **II. PROGRAMS**

During the late 1960s, the district coordinated programming at playgrounds, in parks, in local schools and at private golf courses, as well as trips to local bowling alleys and other entertainment spots. Classes in the summer included organized games at the parks, tot lot classes, archery, baseball, basketball, water safety, golf, horseback riding, art classes, baton, gymnastics, track, wrestling, and tennis. Special event days were popular and included kite flying, fishing contests, soap box derbies, golf and tennis tournaments. Winter indoor programs were evolving to include baton, dancing, judo classes, gymnastics, wrestling, organized free play on Saturdays, and a variety of tot lot classes.

Hoffman Estates Athletic Association (HEAA), affiliated with the Pop Warner Organization and run by volunteers, began programming baseball, football and cheerleading in Hoffman Estates in the early 1960s. The Hoffman Estates Community Baseball Association (HECBA) took over the baseball program in 1969. The district coordinated the scheduling of HEAA and HECBA practices and games at its parks.

#### **III. PARKS & FACILITIES**

Between its inception in 1964 and 1968, the Hoffman Estates Park District had acquired four park sites: Highland Park, Locust, Evergreen (Pinger) Park and High Point. The

Village of Hoffman Estates deeded to the newly formed park district all their parks except for Chino Park, which was located adjacent to the village hall. In 1969, the district purchased ten acres of property from Ida Vogeley that included a house and a barn. The Vogeley House became the first district-owned administrative offices. The park-by-park descriptions highlight the major acquisition of land owned by the park district, how each parcel was acquired, improvements that were made, and how it was utilized by the residents and guests in the community.

#### 1966

- **Highland Park**  
Totaling 11 acres, this park includes a shelter building, playground equipment and a retention lake. Too shallow for boating, Highland Park Lake is a very popular area for fishing in the spring, summer and fall while an area is used for ice skating in the winter. The site was deeded to the park district from the Village of Hoffman Estates in 1966. (See 2003.)
- **Locust Park**  
This 6-acre site, formerly known as Dorothy Sicher Park, includes a play apparatus area, wetlands and a large open area for informal activity. Locust Park was deeded to the park district from the Village of Hoffman Estates in 1966.
- **Evergreen Park**  
This 11-acre site, formerly known as Edward F. Pinger Park, also includes a retention lake. It was deeded to the park district from the Village of Hoffman Estates in 1966. Evergreen Park serves both passive and active recreation needs as its facilities include a baseball/softball field, two tennis courts, a basketball standard/multi-purpose area, a playground area, a shelter building, and pathway. This park is also used for ice skating in the winter. It is of note that this park was renamed due to the notoriety caused by the indictment and imprisonment of four village trustees and two former mayors in the 1960s.

#### 1967

- **Highpoint Park**  
This 43-acre site, is one of the largest parcels of land owned by the park district and was accepted from Hoffman Rosner Corporation in 1967. (See 1996.)

#### 1969

- **Vogeley Park**  
This 10-acre site was purchased in 1969 from Ida Vogeley for the fair market price of \$15,000 per acre and was originally used as the administrative and maintenance headquarters of the district. Both the house and barn were remodeled for offices and program space. (See 1986.)
- **The Field Park**  
This half-acre site contains no permanent facilities other than park benches and is used mostly by neighborhood residents as an informal play area. This was deeded to the park district from the Village of Hoffman Estates in 1969. (See 2000.)

## The 1970s

### **I. THE PEOPLE**

On July 5, 1970 Vaughn R. Black resigned as the park district director. Anne Schuerings, who had served as the recording secretary to the board since June 13, 1966, was appointed director on July 21, 1970. She left the district in January 1972. From February 1972 to September 1977, the next director, Al Binder, lived in a home at 149 Norman Drive purchased by the district in August 1972. Director Binder left the district in the fall of 1977, and subsequently the house was sold in June of 1978.

In 1976 the Board of Commissioners elected to expand the board from 5 members to 7 members and to reduce the term from six years to four years. The 1977 election made the Hoffman Estates Park District board the only seven-member board in the northwest suburbs.

### **II. PROGRAMS**

During the 1970s Hoffman Estates sponsored the most successful soccer programs in the area. Games were held at the Unocal Soccer Fields, which were owned by Union Oil and located across from the Woodfield Shopping Center at Golf and Meacham. The Hoffman Estates soccer program was one of the largest in the northwest suburbs, at one time exceeding 2,000 boys and girls and pulling in participants from the surrounding suburbs of Schaumburg, Palatine, Hanover Park, Streamwood and Elk Grove Village. It was the first non-ethnic club in the county, as the present soccer organizations were formed by European (German, etc.) groups. The volunteers who developed the program eventually assisted the neighboring park districts in starting their own program.

During most of the 1960s, the Hoffman Estates Athletic Association (HEAA) managed the youth baseball programs in Hoffman Estates. But, starting in 1969 baseball and softball programs for youth were offered through the Hoffman Estates Community Baseball Association (HECBA), a new volunteer organization founded by Pete and Joan Capellani. In the 1970s the programs were originally run under the auspices of the Little League but later organized under the Pony League. The HECBA quickly expanded to include 1,500 boys and girls in baseball and softball. League games and practices were held at the district's parks. Although they are separate entities, registrations for both the HEAA and HECBA are accepted at the district's facilities.

The boys athletic camp held its inaugural program in 1974 for boys in grades three through six at Hoffman Estates High School. The '70s also marked the influx of the disco phenomenon. During the height of this fad, disco classes were held in the upper barn with total enrollment peaking at close to 500 participants each season. HEPD brochures offered more than 20 fall programs in 1970, and by 1978 the district's brochures advertised 60 programs each season.

### **III. PARKS & FACILITIES**

The renovation of the Vogeley Barn was completed in 1971. During the 70s, the lower barn was home to the district's preschool programs, with the upper barn being used for other recreation programs and special events, such as Daddy Daughter Dance. In

addition, the upper level was used for performances by the Theatre Guild, later known as Theatre Northwest.

The district acquired the Lion's Club pool, an outdoor swimming pool owned by the village. Park district acreage now totaled 200 acres at 23 sites. In September 1976, certain territories in the Westbury and Winston Knolls Subdivisions were disconnected from the Palatine Park District as requested by written petitions filed with the Palatine Park District. Subsequently, in October 1976, the Hoffman Estates Park District annexed these territories as requested by written petitions from the homeowners. As the area north of the tollway was developed, the board struggled in its negotiations with developers and the village to acquire buildable parkland, along with the retention/detention areas developers offered to the district.

## 1970

- **North Twin Lake**  
Measuring 12 acres, North Twin Lake lies directly across the street from South Twin Lake. North Twin Lake was deeded to the park district from Hoffman Rosner Corporation in 1970.
- **South Twin Lake**  
Measuring 11 acres, South Twin Lake was deeded to the park district from Hoffman Rosner Corporation in 1970 along with North Twin Lake. These sites serve passive recreation interests, including fishing and boating.
- **Cottonwood Park**  
This 13-acre site was deeded to the park district from Hoffman Rosner corporation in 1970 The park is located east of Parkview Circle and contains play equipment, a picnic area, and a football/soccer area. It also features a walk bridge that enables residents living east of the creek to gain entrance into the parking lot of the park.

## 1971

- **Sycamore Park**  
Adjacent to Hillcrest School, this 8.5-acre site was deeded to the park district from School District 54 in 1971. Improvements made include three baseball/softball fields, a play apparatus area and a football field, which is home to the Hoffman Estates Athletic Association.
- **Community Pool**  
This 3-acre site is the district's first outdoor pool facility. Originally owned by the Lions Club and located at Grand Canyon Parkway and Higgins Road, this property was purchased from the Village of Hoffman Estates by the park district in 1971. Payment for the pool was completed with funds obtained in the 1972 Referendum. A small tot-lot park was located just south of the pool.
- **Hoffman Park**  
This 1.75-acre site was deeded by School District 54 to the park district in 1971. Hoffman Park includes a baseball/football field and play apparatus.

## 1972

- **Valley Park**

This park was deeded from Centex Corporation to the park district in 1972. Located in Winston Knolls Subdivision, the park contains a baseball field, a play apparatus area and a shelter building. Park improvements made include the addition of a multi-purpose area, featuring one basketball standard.

- **Pine Park**

This 9-acre site adjoins another 9-acre site owned by School District 15 and includes a baseball/softball field and a football/soccer area. A section of the park was converted into a manmade, lighted ice skating rink in the winter. Located in Winston Knolls Subdivision, this park was deeded from Centex Corporation to the park district in 1972.

- **North Greenway Park Site**

This 3.5-acre site has been left in a natural state and is used to meet passive recreation interests. It is located just west of the intersection of Concord and Firestone. Located in Winston Knolls Subdivision, this park was deeded from Centex Corporation to the park district in 1972.

- **Willow Park**

This 25-acre site is located in Winston Knolls Subdivision. Willow Park was deeded from Centex Corporation to the park district in 1972. Willow Park is comprised of several adjacent sites. First, there is a 1-acre site that includes a shelter building, a play apparatus area, and a multi-purpose area with two basketball standards. The Safety Town program structures are currently located in a separate area just north of this one-acre site. Next is a 6.5-acre drainage ditch site extending from Pine Park, parallel to Algonquin Road and crossing into the Forest Preserve at Lexington. It was improved with turf establishment and serves as another passive area. The remaining 17 acres are located on the west side of Lexington Drive and the north side of Algonquin Road. (See 1981.)

- **Birch Park**

This 3-acre site was deeded to the park district in 1972 from School District 54. Birch Park is located adjacent to Twinbrook School and offers residents a baseball diamond and a playground area. (See 1989.)

- **Fairview School-Park**

This 3.5-acre site was deeded to the park district in 1972 from School District 54. It offers residents a baseball/softball field, a large play equipment area and a basketball standard.

- **Maple Park**

This 3-acre site was deeded to the park district in 1972 from School District 54. This park was originally named Blackhawk Park and was located next to Blackhawk School, which was later closed and turned over to Schaumburg Township. (See 1986 and 1997.)

## 1973

- **Poplar Park**

This 3.5-acre site adjoins John Muir School. It was deeded, undeveloped, to the park district in 1973 from School District 54. Park district improvements include a play apparatus area and a baseball diamond.

- **Oak Park/Cemetery Site**

This 3.5-acre site is situated between Abbey Wood Drive and Governor's Lane and was left in its natural state serving as a passive area. The park is located on both sides of Abbey Wood Drive and sometimes referred to as Oak Park West and Oak Park East (each section 1.25 acres). Many of the plants in this park are the only ones of their species remaining in the Northwest Suburban Region. Oak Park is a part of the Barrington Square Subdivision and was deeded to the park district in 1973 from K-B Barrington Homes, Inc.

- **Sloan Park**

This 2.5-acre neighborhood was deeded to the park district in 1973 by George Sloan, park includes a baseball diamond.

## 1978

- **New Brittany Park**

This 5-acre site was donated to the park district by Allister Construction Company in 1978. New Brittany Park features a soccer practice area and play apparatus, and also serves as a detention area with an overflow structure.

- **North Ridge Park**

This 5-acre retention lake was donated by Allister Construction Company and Meridian Homes Corporation in 1978. (See Westbury Lake below.)

- **South Ridge Park**

This 31.6 acre site was donated by Allister Construction Company and Meridian Homes Corporation in 1978. South Ridge is used for ice skating in winter. Its central feature is a large retention lake. (See Westbury Lake below.)

- **Westbury Lake**

This 17-acre creek site and retention lake was deeded to the park district in 1978 by Allister Construction Company. North Ridge, South Ridge, and Westbury Lake comprise the Three Lakes Development. (See 1984.)

- **Sundance Park**

This small 1-acre neighborhood park was deeded from Allister Construction Company in 1978. Sundance Park features a playground area.

- **Thornbark Park**

This 1-acre site was donated in 1978 by the Allister Construction Company. At one acre each, Sundance Park and Thornbark Park are connector greenway sites in the Westbury Subdivision

- **Whispering Park/Lake**  
This 6 acre park site was donated as one of eleven sites in 1978 by the Allister Construction Company. Whispering Lake is maintained as a retention lake site.
- **Olmstead Park**  
This 7.5 acre park site was donated in 1978 by School District 15 as the surrounding area was being developed. (See 1991 for development)
- **Sheffield Park**  
In 1978, the park district entered into a lease with the Sheffield Towne Association for a one-acre park site to construct and maintain a playground. The Sheffield Towne Association, located in the Village of Schaumburg but within the boundaries of the Hoffman Estates Park District, agreed to the lease to serve the recreation needs of the residents. The park district, having no other neighborhood park site within the proximity, responded by erecting a play site on the Sheffield park site and to date continues to lease and maintain the playground.

## 1979

- **Blackhawk Park**  
This 9-acre site was donated in 1979 by School District 54. Originally known as the Moonlake Property and part of the Peter Robin Farms, the district officially named the park as Blackhawk Park. Located at Higgins Road and Huntington Bl., this site served as a home to the district's first lighted softball fields. (See 1986 and 1996.)
- **Eisenhower Park**  
This 9-acre site was donated in 1979 by School District 54. Located in the Highlands subdivision and adjacent to Eisenhower Jr. High at Jones and Hassell Road, With 9 acres, this park is mainly developed as an athletic park. It has 3 baseball/softball fields, 2 half-court basketball areas, 2 football game fields, and 1 football practice area. There is also an 800' asphalt running path alongside the park.
- **Victoria Park**  
This 52.5 acre site is located along Poplar Creek in the Hoffman Hills subdivision and was once part of the Casey Farm Development. Victoria Park is the district's largest park. In 1979, 8 acres were donated by School District 54 and shortly thereafter, a residential developer donated 13 acres. Two parcels (7.2 acres and 6.56 acres) were purchased in 1987 and 1988 with the help of DNR Grants. The remaining acres are dedicated wetlands. (See 1991 for development.)

## The 1980s

### **I. THE PEOPLE**

In 1981 the district ended up in court with a group taxpayers who challenged the construction (without a referendum) of the new community center (Willow Recreation Center) to be located at Algonquin & Lexington. With innovative financing (an installment contract for \$2.6 million over ten years), the district was able to proceed without being required to go referendum. The circuit court judge ruled that the project does not have to be approved by referendum.

In 1984 the district won another legal battle when the circuit court ruled the 1980 annexation of the Poplar Creek Music Theater, a 212-acre parcel at Route 59 and Northwest Tollway would stand on the basis that the owners filed after the one-year statute of limitations on filing for disannexation. However, the owner (Nederlander) of the Poplar Creek Music Theater won an appeal from the appellate court in 1985 and final ruling from the supreme court did not come until after 1991 in the district's favor.

During most of the '70s and '80s, the district's relations with the village were controversial and explosive. The majority of the disputes were centered on land donations from developers, stormwater management and separating the governmental responsibilities and authorities of the two municipalities. The district took a stance behind their board-approved Hoffman Estates Open Space Guidelines formally established in 1977 and revised in 1985, by refusing to accept certain detention/retention land donations. Disagreements flared up after the record flooding in 1987 at High Point Park and the village's refusal to grant permits for the district's north maintenance shop at South Ridge. The park district won, through the courts, the right to build without requiring the village's permission. In 1988, with a change in board members, the park board and village board opened negotiations and worked out some of their differences. Subsequently, an intergovernmental agreement was approved by both boards regarding park maintenance, building fees, waterway maintenance, and land donations.

A group of residents called Citizens Interested in a Voice in their Community (CIVIC) threatened to dissolve the district by accusing the district of mismanagement and not listening to the residents. However, they were unsuccessful in obtaining the 1,700 signatures to get the referendum question on the election ballot in 1988. The district followed up with a community-wide attitude & interest survey in 1989 to determine the needs and wants of the community.

School District 54 and area park districts, including Hoffman Estates, were at odds over the amount of school building use allotted to the park districts for programming.

The district purchased its first basic computer (Qantel) in 1985 with general ledger, payroll, accounts payable and word processing functions. A more comprehensive A. E. Klawitter computer system that would process registration and perform accounting functions was later installed in 1989.

### **II. PROGRAMS**

Racquetball came to Hoffman Estates with the opening of the Willow Recreation Center in 1981. Computerized golf was installed on one of the racquetball courts in 1985 to

allow for a winter indoor driving range. Preschool programs for 3 & 4 year olds expanded by leaps and bounds. In 1980 the Vogelei Barn was the sole facility for preschool; but in 1981 Willow Recreation Center opened and doubled the enrollment; and in 1986 classes grew again when the programs in the Vogelei Barn are moved to the new Blackhawk Community Center.

Begun in the 1970s and continuing up until 1987, the district's Halloween Haunted House was alternately constructed at the Community Pool, the Vogelei Barn and also in the Vogelei House. By 1988, this special event was replaced by Halloween Happenings. Racquetball enrollment increases and participation in preschool was in high demand. Youth and adult sports and athletic leagues flourish.

Theater Northwest departed from The Vogelei Barn in 1985 after 7 years. By 1985 registration was being processed by computer and updates in 1989 continued to streamline the registration process.

The Vogelei Teen Recreation Center opened in the Vogelei Barn the summer of 1987 through an intergovernmental agreement with the Hoffman Estates Park District, Schaumburg Township and the Village of Hoffman Estates. This center provided a drop-in program for teens. At the end of 1989 the Vogelei Teen Center was relocated from the Vogelei Barn to the Vogelei House.

The management of the in-house soccer program was taken over by the district in 1985.

### **III. PARKS & FACILITIES**

In 1981, Willow Recreation Center opened and by 1982 the district owned and operated 41 park sites covering over 342 acres. The district's second community center, Blackhawk Community Center is opened in 1986 and becomes the new home of the HEPD Administrative offices. The Vogelei House was subsequently leased by the National Recreation & Park Association for the mid-west regional offices. By 1989, the district had accumulated an acreage total of 437 acres at 48 park sites.

In 1984 the district received its first development grant (\$200,000) from the State of Illinois for the Three Lakes Trails Development.

With demand for more programming space, the district built a second, 33,000 sq. ft. community center at Blackhawk Park, 1685 W. Higgins Road. The \$1.7 million center opened in the summer of 1986 and included a gymnasium, fitness room, running track, preschool rooms, dance room, multi-purpose room and the district's new administrative offices.

Record flooding in 1987 caused the district and the village to address drainage and erosion problems at High Point Lake, after it took 12 days for the water to recede.

In 1988, the district began the paperwork to condemn the property known as the Poplar Creek Golf Course, in their goal to preserve open space and generate revenue. Through a court judgment in December 1989, the district was able to purchase the property.

The district began contracting for updated surveys of the parks and aggressively cracked down on park encroachments by removing shrubs, flowers, etc., that had been placed on district property by residents.

After two years of planning and construction, in July, 1989 the district opened its first handicapped-accessible playground at Birch Park featuring specially designed play equipment to accommodate wheelchair users.

## 1980

- **Colony Park**

This 3.5 acre site was donated to the district in 1980 by Kennedy Brothers, Inc. Colony Park is a small neighborhood park with a play apparatus area and a small detention area and is located at the northernmost tip of the district boundaries.

- **Colony Point Nature Area**

This 2.1-acre site was donated in 1980 by the Kennedy Brothers along with Colony Park. Located across the street from Colony Park to the east, Colony Nature Area, has been left as a natural area and serves as a detention area with an overflow structure.

- **Kingston Park**

This 3.5-acre park was deeded to the district in 1980 by Kennedy Brothers. Also located in the Colony Point subdivision across the street to the west of Colony Park, Kingston Park is mainly a detention area with an overflow structure.

## 1981

- **Willow Recreation Center**

The Willow Recreation Center was built in 1981 on an 18-acre site on the west side of Lexington Drive, across from the Willow Park playground site. This community center with racquetball courts and a health club also included a gymnasium, whirlpool and sauna and multi-purpose rooms. Other improvements on the site included tennis courts, a playground apparatus area and an outdoor running track.

- **Huntington Park**

This 8.4 acre site was deeded to the district in 1981 by the Village of Hoffman Estates. It was developed with 2 baseball/softball fields, a basketball court, play apparatus, an open-air shelter building, and a pathway. With its central location in the Poplar Hills subdivision and excellent neighborhood amenities, Huntington Park is a very popular and well-used park.

- **Seminole Nature Area**

This approximately 13-acre site was donated in 1981 by the Village of Hoffman Estates. Located in the Poplar Hills subdivision, it is one of several nature areas within the district and is comprised of a detention area with overflow structure and connector greenways.

- **Douglas Park**

This 3.1-acre site was deeded in 1981 by the Village of Hoffman Estates. Located in Poplar Hills subdivision, it has remained a detention area with an overflow structure.

- **Lincoln Park**  
This 4.8-acre was deeded in 1986 by the Village of Hoffman Estates. Located in Poplar Hills subdivision, Lincoln Park contains a play apparatus area and is maintained as a detention area with an overflow structure
- **Meadow Park**  
This 3-acre site was deeded to the district in 1981 by the Village of Hoffman Estates. The third park located in Poplar Hills subdivision, Meadow Park serves as another open neighborhood park.

## 1985

- **High Point Park**  
High Point Park underwent major redevelopment in 1985, with the help of \$135,000 in matching grant money from the Illinois Department of Conservation. The redevelopment features included shoreline stabilization/seawall, boat launch for lake area, nature observation station, landscaping, warming shelter and picnic shelter, accessible fishing pier, parking, playground, basketball court and jogging trail with a vita course.
- **Westbury Lake**  
North Ridge, South Ridge, and Westbury Lake comprise the Three Lakes Development. Originally deeded to the park district in 1978 by Allister Construction Company, these three sites were developed in 1984 through a grant of \$200,000 from the Illinois Department of Conservation. This complex includes a lakeside trail system and exercise course, fishing piers and bridges, parking, two playgrounds, two picnic shelters, a basketball court, a sand volleyball court, two tennis courts, boat dock, benches, bleachers for the existing play field, accessible ramps to the lakes and trails, safety lighting and shoreline stabilization. These amenities were completed for the dedication ceremony on June 1, 1985.

## 1986

- **Vogelei Park**  
In 1986, the administrative offices were moved from Vogelei House to the new Blackhawk Community Center. The upstairs floor of the Vogelei House was converted for use as the teen center, while the lower floor was rented by the National Recreation and Park Association. The "Barn", formerly used as a Recreation Center, was then turned over to the Parks Division for their use.
- **Blackhawk Park**  
In 1986, the Moonlake property was renamed Blackhawk Park and became the site for the new recreation and administration center. The award-winning building houses the agency's administrative offices, a fitness club, a gymnasium, preschool rooms, multi-purpose rooms, a dance room, an indoor track, a sauna and a whirlpool, and locker rooms. An outdoor walking/jogging track runs along the perimeter of the athletic fields. (See 1996.)

## 1987

- **Maple Park**  
In 1986, when the district built the new community center and administrative offices on the Moonlake park property, this 3-acre neighborhood park was renamed Maple

Park (from Blackhawk Park) and the new community center acquired the name Blackhawk Community Center.

## 1988

- **Wilmington Park**

Located in the Casey Farm subdivision and adjacent to the Schaumburg Park District boundaries, this 4-acre park is another detention area with an overflow structure. Wilmington Park was donated by The Hoffman Group in 1988.

## 1989

- **Birch Park**

The Birch Park playground was renovated in 1989 to provide handicapped-accessible play equipment, making it one of the first parks of its kind in the northwest suburbs. Many contributions came from the community and the fundraising efforts of the Special Recreation Services Foundation to help fund the special recreation playground accessories that included elevated sandbox, 8' therapeutic picnic tables, a 36' therapeutic ramp, and other amenities for this integrated playground.

## The 1990s

### I. PEOPLE

In the 1990s the district focused on its residents and community, and open relations were encouraged and intensified. The Best of Hoffman Award was established in November 1998 to recognize volunteers and outstanding achievements of residents. Resident input on park projects was more actively sought at public meetings, and volunteers from the community assisted in completing playground installations and planting flower beds. The residents were key participants in the development of Olmstead Park in 1992, by working with the district at public meetings and donating volunteer work hours during the installation of the playground equipment.

In 1992 the board delegated the responsibilities of treasurer/secretary of the board to the executive director, in lieu of appointing a board member. After 18 years of service, Edward Haag left his executive director post in 1996 under controversial circumstances. The new executive director, Dean Bostrom, began his leadership in January 1997.

The 1990s heralded a new cooperative relationship between the park district and the village. A landmark ordinance by the village (Ordinance No. 2577-1993) amended the Hoffman Estates Municipal Code to Provide for Land and Cash Donations that now reflect the criteria in the Hoffman Estates Park District Open Space Guidelines. However, this ordinance provided for a 5-acre land donation per 1,000 population and the district upgraded its standards with the approval in 1999 of the Comprehensive Master Plan to require 10-acre land donation per 1,000 population. Partnerships between School Districts 15, 54 and 211 are also redefined and solidified, and land transfers were completed with School District 54 that benefited both entities.

The district reaches out for community input with an Attitude & Interest Survey in 1997 to provide direction for the development of a five-year Comprehensive Master Plan. After a year-long research and development process, the district's first five-year Comprehensive

Master Plan was approved by the board in January 1999 to provide a strategy of constructive action for the years 1999 through 2003.

The Hoffman Estates Park District Foundation was established as an Illinois not for profit corporation on December 30, 1998 with the Recognition of Exemption under Section 501 (c)(3) of the Internal Revenue Code and receives notice of exempt status from federal income tax under section 501 on November 9, 1999. The Foundation is organized exclusively for charitable purposes:

- A) to benefit public recreational and educational programs by the Hoffman Estates Park District
- B) to help the financially disadvantaged residents of the Hoffman Estates Park District, and
- C) to promote development of public parks and outdoor recreational areas.

## **II. PROGRAMS**

In 1990, the district entered into a joint venture with School District 15 to operate before and after school care under the new C.A.R.E. program.

The Daddy Daughter Dance initiated in the 1970s took on a new popularity with its relocation from the Vogelei Barn to the new Poplar Creek Country Club Banquet facility with registrations sometimes exceeding 300 participants.

The Rotaryville Safety Town was moved in 1991 to Willow Park from Vogelei Park. The Barn subsequently became a temporary home to the Children's Museum Imaginarium (CMI) in 1991 and 1992. When CMI departed, the parks division used some of the much needed space for storage.

The swimming at Community Pool ended with the close of the facility in September 1993. The district had no swimming facility until the opening of Seascape Family Aquatic Center in 1995.

The PCCC Junior Golf Academy was developed in 1994 and consisted of three levels of skill orientation: Golden Bears, Sharks and the Masters. The Junior Golf Academy program averaged approximately 150 participants per season.

The Hoffman Estates Chamber of Commerce held its first fishing derby at South Ridge Lake in 1996 and a new tradition started.

On July 15, 1999, the park district collaborated with the Hoffman Estates Arts Commission to establish a summer outdoor concert series at Village on the Green in Prairie Stone™ Business Park.

In December 1999 the district initiated a new community tradition with the Celebration of Lights at Pine Park.

## **III. PARKS & FACILITIES**

In early 1990, the district received title to the Poplar Creek Golf Course, and continued its growth during this decade by adding six new parks in the northern and western sections: Lombardy, Pebble, Cannon Crossings, Chestnut and Charlemagne. The

Board focused its capital dollars on an athletic field master plan and a playground master plan to ensure, through an aggressive timeline, that all playgrounds and parks are renovated, safe and up-to-date.

In 1998, the district began an aggressive renovation program to complete the shoreline stabilization of all its retention lakes. Evergreen Park pond was completed in August 1998 and North and South Ridge Lakes and North and South Twin Lakes were improved in 1999.

Cannon Crossings, a 26-acre park in western Hoffman Estates opened and included two lighted athletic fields. Originally known as Kelley Park after the previous owners, it was officially named in 1999 after Bill Cannon, who had died suddenly, was a very active volunteer in the Hoffman Estates community and in the sports programs.

While working on the inflation of the golf dome in April 1999, seven workers under the supervision of Golf Dome, Inc. were injured (two seriously) because of sudden wind gusts.

The first drinking fountain was installed in 1999 at Huntington Park, with plans to install additional fountains at South Ridge, Victoria and Olmstead Parks in 2001.

Much time and joint effort went into the revamping of the playground next to MacArthur School. With the hard work of a group of parents at the school, the playground opened in 1999. Funds were raised through the school parents and an Illinois FIRST Grant aided in financing the structure.

At the close of 1999, staff, local teens and consultants combined to bring to Hoffman Estates its first skating park located next to the Willow Recreation Center. Once again, the residents gave major input and help in the design process for the Willow Skate Park.

## **1990**

- **Lombardy Park**

This 1-acre parcel was deeded to the park district in 1990 by Centex Corporation. Lombardy Park has been maintained as an open space greenway.

- **Pebble Park**

A 3.5 acre park, Pebble Park features a soccer practice area. This site was acquired from Centex Corporation in 1990.

- **Poplar Creek Golf Course**

This 150-acre, 18-hole championship golf course, Poplar Creek Golf Course, was purchased in January 1990 from a Cole Taylor Bank land trust, through a condemnation suit to preserve open lands. (See 1992 and 1996.)

## **1991**

- **Olmstead Park**

In 1978 a small park site was donated to the district when this area was being developed. Additionally, on May 2, 1991, School District 15 agreed to donate the 7.5-acre school site to the park district. Developed with the help of a \$132,000

matching grant award, the park features two baseball fields, a playground, tennis courts, a basketball court, a picnic shelter, a parking lot and a pathway.

- **Victoria Park**

This 52.5-acre site, located along Poplar Creek in the Hoffman Hills subdivision and was once part of the Casey Farm Development. Victoria Park is the district's largest park. In 1979, 8 acres were donated by School District 54 and soon after a residential developer donated 13 acres. In 1991, 13+ acres were acquired with two separate IDOC matching grants. Matching grants were also awarded to finance the development of a park that boasts two baseball/softball fields, two play apparatus areas, a shelter building, a basketball court, tennis courts, an accessible playground, a soccer field, and a pathway system. The remaining acres that were donated include a detention area and creek site that is part of the wetlands and are left in a natural state.

- **Chestnut Lake Park**

This 10.5-acre site was deeded to the district in 1991 by the Village of Hoffman Estates. Chestnut Lake Park is predominantly a retention lake with beautiful landscaping that makes a serene and aesthetically pleasing open recreation space for the neighborhoods at the southern end of the district. It also has a soccer practice field and is the site of one of the ice rinks maintained by the district in the winter months.

## 1992

- **Poplar Creek Golf Course**

The clubhouse was leveled and a new one constructed to open in May, 1992. This two-story clubhouse contained a pro shop, restaurant/bar, 2 large banquet rooms, 1 smaller banquet room, halfway house and offices. The new clubhouse at Poplar Creek Country Club received the 1992 Outstanding Facility Award from IPRA (Division II A). (See 1996.)

## 1993

- **Community Park (pool)**

The Community Pool was razed in 1993. (See 1995 for park improvements.)

- **Cannon Crossings Park**

Previously known as Kelley Park, Cannon Crossings Park was officially named and was incorporated as a high priority in the district's 1992 Master Plan. Located in the Deer Crossings Subdivision, the first properties were deeded to the park district in 1993. Two DNR acquisition grants were awarded to help the district purchase another 11+ acres. Total acreage adds up to 26.3 acres and became one of the larger active parks in the district. (See 1999.)

- **Poplar Creek Country Club**

On January 5, 1993 the district entered into a lease agreement for an Air Supported Sports Complex (the Dome) to provide an indoor driving range during the late fall, winter and early spring months.

## 1995

- **Seascape Family Aquatic Center**

With the demolition of Community Pool in 1993, the district responded to the need for a swimming pool with the construction of the Seascape Family Aquatic Center on Parcel J at the Poplar Creek Golf Course. This pool complex opened in 1995 with an outstanding season. The facility included two tube slides, two drop slides, a zero depth pool, a sand play area, sand volleyball, and an open grassy lounging area. Two man-made ice skating rinks and a sled hill host winter sports. On July 11, 1995, Seascape Family Aquatic Center was featured as the Best in Chicago by Channel 2 News' Steve Baskerville, and rated as the Number One Pool in the July 24, 1995 Daily Herald Newspaper. In addition, the district received the 1995 Outstanding Facility Award (Division II C) from IPRA.

## 1996

- **High Point Park**

High Point was updated to include four tennis courts, three play apparatus (one co-funded by Saturn Corp. of Schaumburg in 1996), three baseball diamonds, two soccer fields, two basketball standards, a sand volleyball court, and a parking lot. The retention lake is used both for fishing and boating, as well as ice skating in the winter.

- **Poplar Creek Golf Course**

The two-story clubhouse built in 1992 contained a pro shop, restaurant/bar, two large banquet rooms, a smaller banquet room, a halfway house and offices. However, the restaurant operations were closed in the fall of 1996 and the restaurant area was reconstructed into another banquet/meeting room as banquet operations continue to flourish. Other improvements include an outdoor lighted driving range and a leased indoor driving range (the Dome).

- **Blackhawk Park**

With input from the preschool staff, a preschool playground is installed with a fenced enclosure to keep young children safely confined and away from the athletic fields.

## 1997

- **Blackhawk Park**

The park located behind Blackhawk Community Center was completely renovated in 1997 to include a baseball/softball field and play apparatus area after Schaumburg Township completed construction of its new offices on the adjacent property at the former Blackhawk School site.

- **Charlemagne Park**

Charlemagne Park is set on 20 acres of an attractive wetland natural habitat. In 1981 the transfer of these open lands was delayed due to the bankruptcy of the original builder. An agreement between the Village of Hoffman Estates and the park district was reached in 1988, but clear title was not achieved until March 16, 1993. The grand opening of Charlemagne Park in August, 1997, celebrated the collaborative efforts of the Village of Hoffman Estates, the Illinois Department of Transportation, the Illinois Department of Natural Resources, the Charlemagne Lake and Breton Point Homeowners Association and the neighborhood residents, all

working hand-in-hand with the Hoffman Estates Park District. The park includes wetland mitigation improvements, concrete path around the lake, prairie plantings, basketball and tennis courts, an accessible playground, picnic shelter, fishing areas, interpretive signs and parking lot.

## 1998

- **Poplar Creek Country Club**

The Air Supported Sports Complex (the Dome) was purchased November 2, 1998. Capital dollars also were invested in the construction of new, double-row irrigation system for the golf course. (See 2003.)

- **Evergreen Park**

The shoreline stabilization improvements at Evergreen Park Lake were completed in August 1998, at a cost of \$44,600.

## 1999

- **Cannon Crossings**

Two development grants were obtained from DNR to assist in financing the Kelley Park development, officially named Cannon Crossings in 1999. With input from residents and an Athletic Field Task Force study, the park was designed with an accessible playground, a half-court basketball area, four baseball/softball fields, (two with lights), bleachers, three soccer fields (one with lights), a tennis court, a sand volleyball court, a park shelter building, a rollerblading rink, a parking lot, and an area for ice skating and cross country skiing. At 26.3 acres, Cannon Crossings Park is one of the larger, active parks in the district.

- **North & South Ridge Lakes**

Shoreline stabilization improvements were completed in August, 1999 at North and South Ridge Lakes at a total cost of \$641,000.

- **North & South Twin Lakes**

Shoreline stabilization improvements were completed in September, 1999 at North and South Ridge Lakes at a total cost of \$94,600.

## **The 2000s**

### **I. PEOPLE**

At the onset of 2000, the district installed a new phone system and upgraded the district to T-1 lines to transmit both voice and data. The new system enabled the entire district to be connected by a unified voice and data system. Technology was expanded for the district with the installation of its first web site in 2001 along with email and internet capabilities. *The Guide* (the district's program brochure) was also made available to residents online. Registration was taken online, printed and processed by staff. In December 2002 the web site was upgraded to accommodate real-time registration online.

Relations with the village were stronger at that point than every before. With a new agreement in place, the village agreed to deed Cipri Park to the district, a 50/50 split on

expenses to replace the 20+ year old playground, and the district assumed additional maintenance responsibilities in return.

In December 2002 the board approved an intergovernmental agreement with School District U-46. This cooperative agreement directly related to the proposed construction of two schools, one to be located on Shoe Factory Road and Maureen Drive and one to be located on McDonough Road east of Rohrssen Road.

By 2003, full-time staff included 69 employees.

## **II. PROGRAMS**

At the end of 2000, the district assumed responsibility for the Hoffman Estates Baseball & Softball Association (HEBSA). The HEBSA Board approved the district's takeover after long-time board members Steve and Connie Johnson retired from the HEBSA Board. The program had been run by a volunteer board and coaching staff for the last 30 years with Steve Johnson serving as president for 25 years.

Due to three successive years of bad weather, the district replaced one of its major community events, Fallfest, with Party in the Park on August 11, 2001. The entire day of food, games, activities and family entertainment was designed to offer families a fun-filled day that would not break the family budget. This summer event was hosted at High Point Park.

New amenities include the purchase of a portable climbing wall in 2000 and the district's first bus in 2002. The portable climbing wall becomes a popular feature at special events and the bus helps to increase trips and support inhouse programs.

In 2002, the preschool program at Blackhawk Community Center was granted accreditation by the National Association for the Education of Young Children (NAEYC). This recognition was subsequently earned by Willow Recreation Center preschool program in 2003.

Door-to-door delivery of *The Guide* was contracted during 2002, but it was found to not meet the needs of the district. Consequently, the district continues to mail the district's quarterly program brochure to residents.

## **III. PARKS & FACILITIES**

Prairie Stone™ Sports & Wellness Center opened in 2000. New programs evolved including indoor swimming, wall climbing, and fitness classes, as well as nutrition, wellness classes and youth basketball leagues.

The district installed its first automatic defibrillator at Prairie Stone™ Sports & Wellness Center in the summer of 2001. Pine Park was totally revamped and an in-line skating facility was constructed with the input of the neighborhood youth.

With the boundaries of the district expanded to Elgin's eastern boundary line, development and acquisition of the western parks highlighted the early 2000s. As of December 31, 2003, the district maintains more than 60 different park sites throughout the community encompassing over 686 acres of land. The parks feature 28

baseball/softball fields, 35 playground areas, 19 basketball standards, 17 outdoor tennis courts, three indoor tennis courts, 14 retention lakes, 13 soccer fields, three football fields and an outdoor running track. A teen center is operated in conjunction with the Village of Hoffman Estates and Schaumburg Township. An additional 20 acres of land is leased and maintained for park district activities.

Chestnut Park Lake and High Point Lake shoreline stabilization projects were completed in 2000. With the Highland and Westbury Lakes shoreline improvements finished in the summer of 2003, the district completes its total shoreline stabilization projects as identified in the 1999-2003 Comprehensive Master Plan.

With \$138,000 in grant funding, Community Park was re-developed and opened in 2000. It now features two play structures, in-line skate surface, open-air shelter, splash pad and other water features.

The first cricket field in Hoffman Estates was developed at Eisenhower Park and dedicated on April 29, 2001.

The district purchased property on Hassell Road in 2001 to construct a new maintenance facility. The parks division moved into the building in December 2001 and the facility was fully operational by January 2002.

To further the Vogelei Vision Project, the district purchased the home at 615 Cambridge House for \$178,000 in July 2002. The home and garage are scheduled for demolition to make way for improvements for an access road from Cambridge Road into the Vogelei Park.

The district collaborated with the Hoffman Estates Athletic Association to construct a restroom/concession building for concessions, restrooms and storage space at Sycamore Park ballfields. A scoreboard was also added with the help of volunteer labor and funding from HEAA.

In December 2002, the district approved the concept plans for Vogelei Park to overhaul the 10-acre site and create a town square park. Moving ahead with the first phases, the district completed the renovation and restoration of the Vogelei House and Barn in 2003.

The first western parks were developed and dedicated in the fall of 2002 and include Princeton, Canterbury and Tall Oaks.

The Willow Recreation Center was revamped with an addition and remodeling project that was completed in 2003. Vogelei House and Vogelei Barn are also restored and renovated in 2003. After 15 years tenancy, the National Recreation & Park Association ended its lease for offices in the Vogelei House in August 2003. Subsequently, the district's recreation division took up its headquarters in the vacated offices at the Vogelei House.

## **2000**

- **Prairie Stone™ Sports & Wellness Center**

Through a 12.09-acre land donation from Sears in 1999, the District acquired property in the Prairie Stone™ Business Park to build a 100,000 square-foot facility with 12,000 square-feet of workout space for a fitness center, two swimming pools:

a 25-yard, four-lane lap pool, an activity pool, a whirlpool, three basketball courts, a gymnasium, a climbing wall, a three-lane indoor walking/running track, a sauna, and three tennis courts. This state-of-the-art facility opened in September 2000.

- **The Field Park**

With an \$80,000 DNR grant and input from the surrounding neighbors, The Field Park was renovated with an 18' gazebo shelter, horseshoe pits, a butterfly garden, a fountain/drinking fountain, an accessible walkway and gathering area, and raised planter boxes.

- **Canterbury Park Place**

This 16.5-acre site was a developer land donation from Terrestris. Originally called University Park Place, the park board officially named this site as Canterbury Park Place. With a \$184,700 DNR grant, the district constructed two soccer fields, one baseball field, a playground, and wetland areas.

- **High Point Park**

In July 2000 the shoreline stabilization project for High Point Lake was completed at the cost of \$299,705.

- **Chestnut Park**

Chestnut Park Lake shoreline stabilization project was completed in August 2000 for a total cost of \$77,060 capital dollars.

## 2001

- **Poplar Creek Country Club**

The driving range was converted into PCCC's Golf Learning Center. The renovation installed four target greens, doubling the grass tee area size and adding a chipping and pitching green along with a practice sand bunker.

- **Princeton Park Place**

This 2.7-acre site was donated to the district in 2001 by Terrestris (.71 acres) and Kenar (two acres). Considered as a neighborhood park, Princeton Park Place was developed with a 2001 DNR matching grant that helped fund the purchase and installation of playground equipment, as well as the construction of parking lots and paths.

- **Princeton Wetland**

This 4.67-acre wetland site was donated in 2001 by Kenar.

- **Hunters Ridge Wetland**

This 14.6 acre linear wetland was donated by Pasquinelli and is located just east of the Hunters Ridge East Subdivision.

- **Tall Oaks Park**

This 10.6-acre site was donated in 2001 by Pasquinelli. The park was named after the tall oaks growing on the site. This park site is heavily wooded with tall oak trees and steep terrain with 8.5 acres of passive park land and 2.1 acres considered water management area. Development included installation of a neighborhood

playground, an open air shelter and a path, which were funded through a DCCA grant sponsored by State Representative Terry Parke.

- **Golf Road Basin/Golf Road Preserve**  
This 1.7-acre and 19.94-acre parcel respectively was donated in 2001 by Pasquinelli. The basin was developed as a detention area. It is accessible only for maintenance purposes via Golf Road. The Preserve was left undeveloped.
- **Hunters Ridge Basin**  
This 1-acre parcel was donated by Kimball Hill/Pasquinelli and was developed as a detention area.
- **Canterbury Fields Park**  
This 10-acre parcel was donated by Terrestris/Ryland. Development plans included three baseball fields, a playground, open air shelter and a parking lot. Name reflects subdivision and park development plans that include two baseball and two soccer fields plus a wetland trail.

## 2002

- **Cipri Park**  
This village-owned park was improved and the 20+ year old playground replaced by the district with expenses split 50/50. An agreement was put in place with provisions for the village to deed Cipri Park to the district.

## 2003

- **Willow Recreation Center**  
Willow Recreation Center was renovated and reopened in September 2003. The renovation added a 2,400-square foot gymnasium to accommodate aerobics, martial arts and gymnastics classes, as well as a new dance/aerobics room, built from two of the facility's former racquetball courts (three courts remain). The building's interior has been updated and reconfigured to include new drop-in recreation rooms for both adults and teens, as well as a shared game room. The exercise room as been expanded to include new weight-training equipment, a variety of cardiovascular-training machines and two new TVs.
- **Vogelei Barn & House**  
The Vogelei House was completely renovated in 2003. The masonry was repaired and refurbished. Every effort was made to keep portions of the home intact for historical merit. The Vogelei House became the new headquarters for the Recreation Division in the fall of 2003. The Vogelei Barn renovation on the upper level included a new kitchen area to compliment the large open loft room. The former parks storage area now accommodates programming, party rentals and meeting space. The lower level was remodeled and rededicated to the teen program, which is coordinated through an intergovernmental agreement with the Hoffman Estates Park District, Village of Hoffman Estates and Schaumburg Township.
- **Poplar Creek Country Club**  
The Global Positioning System (GPS) was installed on all golf carts. Total reconstruction of the golf course sand traps was completed in 2003. The rebuilding

process consisted of removal of old sand, reshaping of the bunker, installation of new drainage, addition of new sand, and re-grassing of disturbed areas. Through an agreement with the village, the district received a permit for the golf dome to remain inflated for year-round use.

- **Highland Park**

In February 2003, the shoreline stabilization of the retention lake at Highland Park was completed for a cost of \$363.907 capital dollars.

- **Westbury Park**

The final shoreline stabilization project was completed at Westbury Lake in August 2003 for a cost of \$99,158 capital dollars. Since 1998, the district has renovated and improved all retention lakes through its five-year Comprehensive Master Plan schedule.

- **Armstrong**

At the end of 2003, Schaumburg Elementary School entered an agreement to transfer property at the Armstrong School facility site to the district to use, occupy and improve for park district purposes. (The district officially acquired the 2-acre site with playground in April 2004.)

## **2004**

- **Blackhawk Community Center/Community Center and Ice Arena**

In 2004, a 50,000 sq. ft. expansion to the Blackhawk Community Center was added, which included 2 official size ice rinks, the creation of a senior center, the renovation of the fitness center and administrative offices and the renaming of the facility to the Community Center and Ice Arena.

## **2005**

- **Armstrong Park**

This school-owned park was conveyed to the park district by School District 54 through a Quit Claim Deed in May 2005. The park district redeveloped Armstrong Park in 2006, renovating the playground and adding 5500 square feet of asphalt pathway.

- **Oak Park East**

This 7.1 acre park was donated by the Morning Side Apartments LLC and is maintained as a natural area with no additional amenities.

- **Winding Trails Detention**

This 3.3 acres park was donated from Cambridge Homes.

## **2006**

- **Black Bear Park**

This 14.7 acre park donated by Kimball Hill and Dartmoor Homes. A public hearing was held in December 2006 for input from residents on the development of the park. They expressed interest in a basketball court and

playground. A 2007 OSLAD grant will help develop the park to also include pathways, a disc golf course and floating dock.

- **Canterbury Fields**

This 10-acre park was donated by Ryland Homes and slated to become a cricket and softball complex. An additional 5 acres north of the park has been leased from Commonwealth Edison.

## 2007

- **Essex Park**

This .75-acre site was donated by Kimball Hill and is maintained as a connector parkway in a natural state.

- **Tropicana Park**

Donated by Tropicana Swim Club, the park district leveled the obsolete swimming pool and continues to maintain this s .8-acre site as a natural park.

## 2008

- **Walnut Pond Park**

This 10 acre park donated by the Kelleys is a wooded area with 2820 feet of multi-surface pathway.

- **West Side Nature Preserve**

Donated by Pasquinelli in 2008, the site is maintained in a natural state.

- **Shoe Factory Basin**

This 10.6 acre park was donated by Kenar and is located at the corner of Shoe Factory Road and Cholchester Avenue on the west side.

- **Rhorrsen Park**

Located at Rhorrsen Road and Fox Path Lane on the west side, this park was donated by Kimball Hill Developers.

## 2009

- **Black Bear Park Development**

This 14.7 acre park was donated by Kimball Hill and Dartmoor Homes in 2006. With the aid of an OSLAD grant, Black Bear Park was expanded to 28.67 acres with the installation of an 18-hole disc golf course; the first ever in Hoffman Estates.

## 2010

- **Bo's Run**

Willow Recreation Center Dog Park was expanded to include a new off-leash area 81,000 sq. ft. Included in this 1.83 acre park is a separate 11,000 sq. ft (.25 acres) small dog area and a 70,000 sq. ft. (1.58 acres) community area

for both large and small dogs. The new park has two water stations, one for the small dog area and one for the community off-leash space. The park has numerous agility components through each fenced in area and the park has six doggie waste stations throughout the space for convenient use.

- **Poplar Creek Golf Course Enhancement**

The golf course underwent an extensive Enhancement Project and was renamed Bridges of Poplar Creek Country Club.

- **Triphahn Center**

On December 11, 2010, a dedication ceremony was held in honor of Commissioner Scott Triphahn, whereby the Community Center & Ice Arena was renamed the Scott R. Triphahn Community Center & Ice Arena (Triphahn Center).

## **2011**

- **Canterbury Fields Park**

The park district entered into an Intergovernmental Agreement with the City of Elgin to construct a playground on Elgin property at Canterbury Fields. The dedication ceremony took place on September 24, 2011.

- **Palatine Public Library District Lease**

Entered into an initial 3 year lease agreement with the Palatine Public Library which will allow the library to house a branch library at Willow Recreation Center.

## **2012**

- **Freedom Run**

The park district entered into an Intergovernmental Agreement with the City of Elgin and the Streamwood Park District to construct an off-leash dog park.

- **Tropicana Park**

The park had its grand opening, with all improvements from the grant, in October 2012.

- **Palatine Park District Annexation**

The park district entered into an Intergovernmental Agreement with the Palatine Park District to disconnect property within the Palatine Park District and annex the property to Hoffman Estates Park District.

- **Yorkshire Basin Park and McDonough Basin Park**

The park district accepted a donation from the Yorkshire Homeowner's Association of two retention basins located within Yorkshire Subdivision, north of McDonough Rd.

## **2013**

- **Devonshire Woods**  
The park district accepted a donation of this vacant land from OM&I Hoffman Three LLC in the Devonshire Woods subdivision.
- **Bur Oak Basin**  
The park district accepted the transfer of this detention basin located on the corner of Essex and Bur Oak Drive from the Village and Orland State Park Bank. This parcel was previously contiguous to the Lindberg School Site which was demolished by the developer per Village request.
- **Shoe Factory Bike Trail Connection**  
The Park District, along with the Village of Hoffman Estates and Cook Country Forest Preserve, have developed plans to connect Shoe Factory Road Bike Trail with the Prairie Stone Sports and Wellness Center (PSSWC). This project has received state and federal funding that will cover up to 80% of the cost of the project. When completed, this multi-use trail will allow west-side residents' safe access under I-90 and access to the PSSWC.
- **Colony Park**  
The park district acquired this final portion of Colony Park from the Village.

## **2014**

- **31 Summit**  
The park district acquired 8.74 acres south of Essex Park and north of Golf Road.

## **2015**

- **Joseph L. Fabbrini Park**  
Highpoint Park was renamed Joseph L. Fabbrini Park, after a founding Commissioner of the park district.

## **2016**

- **Peter M. Smith Playground**  
Victoria Playground was renamed the Peter M. Smith Playground, after Peter Smith, a champion advocate for individuals with disabilities and past park district commissioner.

## GRANTS:

Since 1984, the Hoffman Estates Park District has been successful in securing grants from the Illinois Department of Natural Resources (formerly the Department of Conservation). The Hoffman Estates Park District has been the proud recipient of eleven grants that have been instrumental in developing the natural resources and providing for recreation service amenities in the district's parks.

1984	\$200,000	3 Lakes Development	Development of a pathway system through Westbury Lake, North and South Ridge Parks; tennis courts, 45' bridge, 11' steel wall, 24" drainage wall, wood retaining wall, a play area, and a fishing pier
1986	\$149,000	High Point Park Development	Construction of a warming shelter, site grading and bike path and fitness trail
1987	\$144,000	Poplar Creek Acquisition I	Purchase of 7.2 acres at Victoria Park I in Hoffman Hills
1988	\$131,000	Poplar Creek Acquisition II	Purchase of 6.56 acres at Victoria Park in Hoffman Hills
1990	\$170,400	Poplar Creek Development (Victoria Park)	Construction of two playgrounds, pathways, soccer/softball fields, picnic shelter, entrance road, parking lot, landscaping, benches, two tennis courts
1991	\$132,000	Olmstead Park Development	Construction of two softball fields, soccer field, parking lot, playground, two tennis courts, basketball court, interior pathway, picnic shelter, tables, and benches
1993	\$250,000	Kelley Park Phase I Acquisition	Purchase of 11.4585 acres for outdoor recreation purposes
1994	\$258,300	Kelley Park Phase II Acquisition	Purchase of 11.84573 acres for outdoor recreation purposes
1995	\$122,000	Lake Charlemagne Park Development	Tennis courts, shelter, playground, basketball court, pathway

	\$500,000	Charlemagne Park	The district received grant money from the Illinois Department of Transportation in the amount of \$500,000 to develop this park in conjunction with the I.D.O.T.'s Algonquin Road Improvement Project.
1996	\$200,000	Kelley Park Phase I Development	Landscape and construction of accessible playground, basketball court two ballfields, a soccer/football field, ice skating area and parking area
1997	\$200,000	Kelley Park Phase II Development	Complete Phase II development to include tennis courts, jogging/walking path, sand volleyball court, shelter/restroom building, skating rinks, additional playfield parking, landscaping, sports lighting and temporary access road
1998	\$105,000	Community Playlot Park	Construction of play equipment, an arbor shelter, waterplay sprinkler area, soccer shot on goal, roller hockey area, fitness station cluster, pathway and landscaping
1999	\$200,000	Pine Park	Construction of in-line hockey and ice hockey rink, soccer/football field, sled hill, mountain bike path/cross country skiing trail, walking path, and tot lot playground, walking path, shelter, sand volleyball,
	\$ 15,750	MacArthur	DCCA State of Illinois allocation for playground equipment sponsored by Senator Wendell Jones.
	\$ 15,750	Sheffield	DCCA State of Illinois allocation for playground equipment sponsored by Senator Wendell Jones.
2000	\$120,000	High Point	DCCA State of Illinois allocation for shoreline improvements sponsored by Representative Terry Parke.
	\$ 50,000	Chestnut	DCCA State of Illinois allocation for playground equipment sponsored by Senator Wendell Jones
	\$ 80,000	The Field	Re-development of park to include Gazebo shelter, horseshoe pits, drinking fountain, walkways, butterfly garden, planter boxes, lighting and landscaping with DNR Grant

2001	\$184,700	University Place Park	DNR Grant for playground equipment, installation of playground equipment and construction of parking lots and paths. This park was eventually officially named Canterbury Park Place.
	\$ 97,231	Victoria North Playground	Rubber Fall Surface Award - grant to cover cost of the rubber fall surface for the Victoria North Playground. The rubber installation provides Hoffman Estates Park District with its only totally accessible playground.
2002	\$100,000	Vogelei House I	DCCA Grant sponsored by State Representative Kay Wojcik for the renovation of the Vogelei House.
	\$109,450	Tall Oaks	DCCA Grant sponsored by State Representative Terry Parke funded the total development of the new Tall Oaks Park.
	\$ 50,000	Princeton Place	DCCA Grant sponsored by State Senator Steve Rauschenberger towards the development of Princeton Place Park.
	\$100,000	Willow Rec Center	DCCA Grant sponsored by State Representative Suzie Bassi towards the renovation of Willow Recreation Center.
	\$100,000	Willow II	DCCA Grant sponsored by Representative Suzie Bassi.
	\$100,000	Vogelei Barn/Safety Town	DCCA Grant sponsored by Senator Doris Karpel for the renovation of the Vogelei Barn in conjunction with the proposed site for the Safety Town.
	\$138,000	Princeton Park Place	DNR/OSLAD Grant
	\$ 50,000	Vogelei Hse II	DCCA/OSLAD Grant sponsored by Representative Kay Wojcik
	\$100,000	Township/ Barn	This grant was awarded through the township for renovation of the Vogelei Barn and the relocation of the teen center by Representative Terry Parke.
2003	\$400,000	Vogelei	DNR grant to help construct a playground,

			picnic shelter, fishing pier, water play area, sled hill, bike safety town, interpretive nature gardens and pathways. Received in 2008.
2004	\$15,470	Community	For Lighting in the renovation of Blackhawk Center & Ice Arena Community Center
	\$ 3,200		Power Play Grant – IAPD – funds used for after school programs
2005	\$ 3,600		Power Play Grant. – IAPD – funds used for after school programs
2006	\$ 3,700		Power Play Grant – IAPD – funds used for Teen Camp
	\$ 2,000		Target community grant – funds used for Early childhood programs
	\$ 2,000		Target community grant – funds used for Arts programs
	\$ 600		State Dept of Human Services – to Reimburse 2 speakers for preschool Training workshop
2007	\$ 6,000		Target community grant – funds used for Arts and Preschool programs
	\$ 1,575		Program Improvement Grant – Action for Children - DHS
2008	\$100,000		DCEO Grant for HVAC systems at WRC
	\$ 3,083		Quality Counts Grant funded by Dept of Human Services for WRC shade structure
	\$ 5,814		Quality Counts Grant funded by Dept of Human Services for CCIA shade structure
	\$ 1,700		Target Grant for Safety Town
	\$ 2,500		Target Grant for Early Childhood programs.
	\$400,000		Received for 2003 Vogeley Grant
	\$ 1,575		Program Improvement Grant – Action for Children - DHS

	\$ 500	Accreditation Mini Grant – IL Action for Children
	\$325,000	Black Bear - OSLAD
2010	\$ 37,142	Canterbury Fields Park Bathroom - DCEO
	\$ 48,000	Canterbury Fields Park Shelter – DCEO
	\$ 42,000	T&T/Salem Apartment Playground
		Representative Crespo
	\$ 3,560	WRC gym lights
	\$ 13,129	PSSWC gym lights
	\$ 2,134	TC gym lights
2011	\$ 90,000	Youth Grant - IDNR
	\$ 1,000	Power Play Grant – IAPD – funds used for STAR before and after school program in 2011& towards healthE-initiative for 2013
		NAEYC Accreditation for annual fee-DHS
	\$ 750	TC exterior lights
	\$ 1,948	TC ice arena lights
	\$ 22,072	TC gymnastic shelf
	\$ 1,948	TC building lamps
	\$ 1,628	
2012	\$ 1,000	AT&T Green Initiative (Parks Dept)
	\$ 171	Energy Efficiency/State (Parks Dept)
	\$ 1,100	Energy Efficiency/State (Parks Dept)
	\$ 3,375	Energy Efficiency/State (Parks Dept)
	\$ 1,944	Energy Efficiency/State (Parks Dept)
	\$ 8,316	Energy Efficiency/State (Parks Dept)
	\$28,839	Energy Efficiency/State (Parks Dept)
	\$ 6,946	Energy Efficiency/State (Parks Dept)
	\$ 366	Energy Efficiency/State (Parks Dept)
	\$ 171	Energy Efficiency/State (Parks Dept)
	\$ 6,020	Energy Efficiency/State (Parks Dept)
	\$ 1,000	IAPD Power Play Grant
2013	\$112,500	Tropicana OSLAD Grant
	\$ 43,500	Youth Grant-IDNR
	\$ 1,147	NAEYC Accreditation renewal-DHS
	\$ 33,002	DCEO Grants
2014	\$ 25,000	Eisenhower Jr. High Playground – DCEO
		Representative Crespo
	\$ 250	Schaumburg CAN for Health/Teen program
	\$ 630	NAEYC Accreditation annual fee-DHS
	\$ 15,308	DCEO Grants
2015	\$ 620	NAEYC Accreditation annual fee-DHS
	\$ 240	IL Action for Children – CK
	\$ 264	IL Action for Children – Pre-K

2016	\$	620	NAEYC Accreditation annual fee-DHS
	\$	2,500	ExceleRate Gold Circle of Quality – WRC
	\$	6,500	ExceleRate Gold Circle of Quality – TC
	\$	240	IL Action for Children – CK
	\$	264	IL Action for Children – Pre-K
	\$	520	IL Action for Children – NAEYC Ren

**REFERENDUMS:**

The Hoffman Estates Park District Board of Commissioners has also sought to pass referendums for funding capital development. All but the second referendum failed. The history of these referendums is listed below:

1970	Failed	Called Aquarius sell bonds for \$2,101,000 for land development, recreation building construction and improvements, indoor pool
1972	Succeeded	Called Aquarius South \$675,000 for park improvements at Community Pool
2/28/78	Failed	1) Question to levy and collect additional tax for corporate purposes 2) Question to issue \$1,415,000 park bonds for paying the cost of acquiring land, equipment and maintenance, improving and protecting said land and land already owned
4/8/87	Failed	1) Question to increase park district debt limit to 5.75% 2) Question to increase recreation fund tax rate by .05/100.00 of E.A.V. which equals \$5 per \$10,000
11/87	Failed	1) Question to levy and collect an additional tax of .10 percent for the purpose of recreational programs 2) Question to authorize aggregate indebtedness be increased to not more than 5.75% of the value of the taxable property therein
4/93	Failed	1) Question to levy and collect an additional tax of .13% for purpose of recreational programs (to build two pools)

## **AWARDS**

### **GOLD MEDAL NOMINATIONS/AWARDS**

The Hoffman Estates Park District has been nominated for the National Gold Medal Award six times: 1988, 1989, 1990, 1991, 1992 and 1996. The district succeeded in being named a Gold Medal Finalist in 1989, 1990 1991, 2007, 2008 and 2009; and was named National Gold Medal winner in 2009!

### **DISTINGUISHED PARK & RECREATION AGENCY**

In 1999, the Hoffman Estates Park District achieved excellent ratings and earned the IAPD/IPRA Joint Distinguished Agency Award.

In 2005, IAPD/IPRA Joint Distinguished Agency Award - Re-accredited with a 100% score

In 2011, IAPD/IPRA Joint Distinguished Agency Award - Re-accredited with excellent ratings.

In 2016, IAPD/IPRA Joint Distinguished Agency Award - Re-accredited with excellent ratings.

### **CAPRA ACCREDITATION**

In 2013, the Hoffman Estates Park District joined the ranks of the elite park and recreation agencies and departments across the country by earning accreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the National Recreation and Park Association (NRPA). HEPD received a perfect 144 out of 144.

### **PDRMA/SAFETY AWARDS**

The Hoffman Estates Park District is one of the founding members of the Park District Risk Management Association and has been actively involved in promoting safety and reducing risk for its employees and guests. The district has been successful in achieving the following accreditations and awards:

#### **PDRMA**

1991 achieved the highest overall score

1991 through 2003 achieved Exceptional Rating

2005 achieved 96.09% overall score (top 1% of all park districts)

2009 achieved 98.56% overall score (top 1% of all park districts)

2010 through 2014 – Loss Control Program, Excellence Level A

2013 achieved 98.93% overall score (top 1% of all park districts)

#### **SAFETY AWARD from GREATER CHICAGO SAFETY COUNCIL**

1990 Safety & Health

1991 Transportation

1991 Safety & Health

#### **MISCELLANEOUS AWARDS**

2016 – IAPD's Best Green Practices

2016 – IAPD's Helen Doria Arts in the Park Award

2015 – Illinois Hockey Officials Association's Sportsmanship Award

2015 - Chamber's Public Sector of the Year Award

2015 – NAEYC Gold Circle, Triphahn Center & Willow Rec

2014 - The Illinois Sunshine Award

2014 – IPRA’s Exceptional Workplace Award  
2014/15 – GFOA’s Certificate of Achievement (Govt Finance Officers Assoc)  
2014/15 – Star Guard 4 Star Aquatics Award  
2015 - Chamber’s Public Sector of the Year Award  
2013 – IAPD License Plate Award  
2013 – Village of Hoffman Estates Green Business Award  
2012-15 The Knot Hall of Fame  
2010 – Platinum International Aquatic Safety Award  
2009 - American Heart Association Heart Hero Award  
2009 – State of Illinois’ Heart Saver Hero’s Award  
2009 – Platinum International Aquatic Safety Award  
2007 – Recreation Access Best Practices Award – Illinois Attorney General for the Sled  
Hockey program  
2006—Platinum International Aquatic Safety Award  
2004 – Best of Show – Web Site  
Best of Show – Special Facility Brochure  
2003 – Best of Show – Newsletter  
2002 – Best of Show – Special Programming Brochure  
2001 – Best of Show – Special Facility Brochure  
2000 – Best of Show – Special Program Brochure  
1996 – Nomination for NRPA’s Excellence in Aquatics Award  
1995 – Seascape Family Aquatic Center named Best Area Aquatic Facility by  
*The Daily Herald*  
1992 – Poplar Creek Country Club named Outstanding Facility by IPRA  
1988 – IPRA Best of Show Informational Videotape

## HEPD ACRONYMS

A&F	Administration & Finance
ACE	American Counsel of Exercise
ACSM	American Counsel of Sports Medicine
ADA	American Disability Act
AED/CPR	Automatic External Defibrillator/Cardiopulmonary Resuscitation
AIA	American Institute of Architects
ASLA	American Society of Landscape Architects
ASTM	American Society Testing Materials
ATI	Advanced Telecommunications Incorporated
B&G	Buildings & Grounds
BPC	Bridges of Poplar Creek
CAFR	Comprehensive Annual Finance Report
CAMP	Comprehensive Asset Management Plan
CAN	Children Activity Nutrition
CAPRA	Commission for Accreditation of Park and Recreation Agencies
CFL	Compact Fluorescent Light
CIRP	Capital Improvement & Replacement Plan
CPSC	Consumer Protection Safety Counsel
DCEO	Department of Commerce and Economic Opportunities
DCSF	Department of Children and Family Services
E&A	Ellis & Associates (International Aquatic Safety & Risk Mgmt Consult)
EAB	Emerald Ash Borer
EAP	Employee Assistance Program
EAV	Equalized Assesses Value
EDA	Economic Development Area
EFT	Electronic Funds Transfer
ELC	Early Learning Center
EPP	Environmentally Preferred Products
FEMA	Federal Emergency Management Agency
FINTRAC	Finance Tracking
FORCE	Fitness, Objectives, Reward, Connection, Education
FPC	Forward Planning Committee
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GE – CDF	General Electric, Commercial Distribution Finance
HEAA	Hoffman Estates Athletic Association
HEALTH	Helping Everyone Achieve a Lifestyle That’s Healthy
HEPD	Hoffman Estates Park District
HUSC	Hoffman United Soccer Club
HVAC	Heat-Ventilation-Air Conditioning

IAPD	Illinois Association of Park Districts
IDNR	Illinois Department of Natural Resources
IDOT	Illinois Department of Transportation
IDPH	Illinois Department of Public Health
IGFOA	Illinois Governmental Finance Officers Association
IPRA	Illinois Park & Recreation Association
ISTMA	Illinois Sports Turf Managers Association
LED	Light-emitting diode
MAINTRAC	Maintenance Tracking
MIPE	Midwest Institute of Park Executives
MSDS	Material Safety Data Sheets
MSI	Municipal Software Incorporated
MWRD	Metropolitan Water Reclamation District
NAMP	Natural Areas Management Plan
NAEYC	National Association for the Education of Young Children
NPK	Nitrogen, Phosphorous, Potash
NRPA	National Recreation & Park Association
NWSRA	Northwest Special Recreation Association
OSLAD	Open Space Lands Acquisition and Development
PDRMA	Park District Risk Management Agency
PM	Preventative Maintenance
PPACA	Patient Protection and Affordable Care Act
PPE	Personal Protective Equipment
PPT	Permanent Part Time
PSS&WC	Prairie Stone Sports & Wellness Center
PTO	Personal Time Off
PTT	Permanent Tee-Time
RFP	Request For Proposal
S&P	Standard & Poors
SFAC	Seascape Family Aquatic Center
SPECS	Specifications
STAR	Student Development through Academics and Recreation
STMA	Sports Turf Mangers Association
TC	Triphahn Center
TIF	Tax Increment Financing
VOHE	Village of Hoffman Estates
VSI	Vermont Software Incorporated
WRC	Willow Recreation Center
YMCA	Young Men's Christian Association

## **PARTNERSHIPS**

Alexian Brothers  
AthletiCo  
Barrington Public Library  
Bode/Salem Apartments  
Chamber of Commerce: Fishing Derby  
City of Elgin  
ComEd - Easement Canterbury Fields Park  
Korean Church/Charlemagne shared parking  
NWSRA  
Palatine Library  
Sheffield Towne Association  
Willow Creek Church - Easement  
Windy City Bulls  
Wolf Pack - NIHL  
Wolves - Rosemont Hockey

## **INTER-VILLAGE SPORTS LEAGUES**

Barrington Park District  
Bartlett Park District  
Bloomingdale Park District  
Carol Stream Park District  
City of Elgin  
Dundee Township Park District  
Hanover Park Park District  
Rolling Meadows Park District  
Schaumburg Athletic Association  
South Barrington Park District  
Streamwood Park District

## **SCHOOL DISTRICTS**

Hoffman Estates H.S. - Boy Scouts  
School District 15 - School Use/Maint Agreement  
School District U-46 - School Expansion/Shared Parking Lot  
School District 54/Village - Eisenhower Park  
School District 211 - Higgins Education Center

## **VILLAGE OF HOFFMAN ESTATES**

4th of July Festival

AT&T Services

Bike Trail Connection

Charlemagne Park

Chino Park

CIPRI Redevelopment

Disaster Agency

Easement (Hassell & Jones)

Emergency Warning Siren

Government Land Uses

Maintenance of various sites

Marquee Signs

Right-of-Way

Sears Centre

Tax Consortium

Teen Center

# Comprehensive Master Plan Introduction

On March 2, 1964, a public referendum was held within the Village of Hoffman Estates asking residents to approve the creation of a Park District. Following an overwhelming favorable vote of 4 to 1, on May 22, 1964 the Hoffman Estates Park District was officially created and five newly elected Commissioners were sworn in.

Fifty years in the making, the Hoffman Estates Park District is recognized on the local, state and national stage as an award winning parks and recreation agency. The District most recently received the National Recreation & Parks Association's Commission for Accreditation of Park and Recreation Agencies (CAPRA) award in 2013 and received the Certificate of Achievement for Excellence in Financial Reporting award (CAFR) from the Government Finance Officers Association (GFOA) in 2014.

These awards and accolades are a direct reflection of the dedicated Park Commissioners who have served in the past and continue to serve our residents today, the Board Committees with appointed residents who serve as community representatives, and staff who continue to raise the bar of excellence in providing park and recreation services.

## Commitment to Long Term Planning

Planning for the future has always been a focus of the Park Board as evidenced by its steady addition of new parks, facilities, programs and services over the past 50 years. However, to more formalize the planning process to better ensure that future planning and decision making reflects the needs of our residents as well as financial constraints of the District, the Park Board adopted a CMP policy in 1999. This policy creates a mandate to maintain a current CMP a minimum of every five years. The first District CMP was completed in 1999, and updated plans have since been adopted in 2004 and 2009. This CMP provides a plan of action through 2019.

## CMP Purpose

The purpose of the 2014 CMP is to establish a strategic plan of action and future direction articulated through goals, objectives and initiatives. Through this plan of action, the CMP will illustrate how the Park District will maintain and improve responsiveness to the community's park and recreation needs, promote efficient and effective management, and demonstrate fiscal and environmental responsibility. Furthermore, the plan is designed to focus the attention of the Board, staff and community on the most relevant issues facing the Hoffman Estates Park District. It is important to understand that the CMP is a statement based on current information and draws conclusions for projected actions as a result of the planning process. The adopted plan should never be considered set in stone, but rather a dynamic plan. Revisions will ultimately be made to the plan to respond to internal and external changes within the Park District, the Hoffman Estates community and beyond.

## CMP Process

The foundation of the CMP was created based on resident involvement, community assessment of attitudes and interests as well as Park Board and staff evaluation of current and future park, facility and recreation needs. The guiding light of the CMP process is the Board's appointed Forward Planning Committee which is comprised of two Commissioners and eight community representatives. In addition, 15 residents who serve on three standing Board Committees each played an integral role in developing specific recommendations incorporated into the CMP.

## HEPD Mission

This CMP through its Strategic Plan outlines a new focused mission of the District that is supported by strategic goals, objectives and initiatives designed to fulfill the mission.

The new mission focuses on **offering healthy and enjoyable experiences** to address the growing trends of people who are spending less time in active play and increasing levels of both child and adult obesity; promoting access to the benefits of park and recreation **to all people** to reflect our growing diverse community, and to provide **environmental and financial stewardship** at a time when our environment is struggling and public trust of government is waning.

This CMP will help ensure that the Hoffman Estates Park District continues to provide **first class parks, facilities, programs and services to our residents and guests.**



## Community Planning

The Hoffman Estates Park District is a separate autonomous governmental unit created through State of Illinois statutes. With approximately 95+% of its jurisdictional boundaries located within the Village of Hoffman Estates, the Park District has a strong identity with the community of Hoffman Estates and its residents. With both agencies essentially serving the same residential population and operating with nearly the same tax base, cooperative planning is essential to maximize the effectiveness and efficiency of services provided by both agencies.

Park District staff meets with Village of Hoffman Estates staff on a regular basis on topics including but not limited to use of equipment, joint programming, cooperative programming and special events, public safety, bartering of services, and land uses including zoning and future development.

Currently both agencies are working together to provide better quality and more cost effective community special events. In addition, the agencies are working collaboratively together on future land development projects with one project in cooperation with the Cook County Forest Preserve to develop recreation trails in Hoffman Estates through a federally funded grant.

Both the Mayor of Hoffman Estates and the Village of Hoffman Estates Manager participated in the Needs Assessment/Stakeholder Interviews conducted by the Public Research Group.

The Village of Hoffman Estates' last Comprehensive Plan was adopted in 2007. A broad array of open space and recreation strategies are presented within the Village of Hoffman Estates' Comprehensive Plan, along with a Land Use Analysis. [For portions of the Village of Hoffman Estates' Comprehensive Plan most directly applicable to the Hoffman Estates Park District's planning process, click here.](#)

In addition to the cooperative planning efforts with the Village of Hoffman Estates, the Park District also works closely with School Districts 54, 15, 211 and 46 and the Hoffman Estates Chamber of Commerce. As part of the Needs Assessment, Stakeholder Interviews included representatives from both School District 54 and 211 as well as the Hoffman Estates Chamber of Commerce.

The Hoffman Estates Park District has been working in cooperation with the Friends of HE Parks Foundation since 1998. The Friends of HE Parks is made up of a dedicated group of community volunteers who not only raise funds for special items and projects, but also raise money to fund the Park District Scholarship Program. This special program offers financially disadvantaged residents the opportunity to participate in and enjoy healthy and recreational opportunities at the Park District.



# Strategic Plan

Hoffman Estates Park District's strategic plan identifies and clarifies its mission, vision and values as well as creates District goals and objectives with specific measures designed to determine the degree of success towards accomplishment. Initiatives identify more detailed strategies designed to accomplish the objectives, goals and ultimately the mission of the District.

## Mission

To offer healthy and enjoyable experiences for our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

## Vision

By adhering to our values and achieving our goals, enrich the quality of life of all residents and our guests by providing healthy and enjoyable experiences in an environmentally and fiscally responsible manner.

## Balanced Scorecard

The Balanced Scorecard process to strategic planning was utilized to create and maintain a balance within both the District's policy and operational decision making. Maintaining strategic balance is critical to future planning to help ensure that the District does not lose perspective on what is most important to the District. The concept of the Balanced Scorecard is founded on four organizational perspectives: Customer, Financial, Operational Processes, Growth & Development.

Each of these perspectives is inter-related and dependent on each other to maintain ongoing organizational success. Each of the four perspectives was translated into four District goals. Specific performance measures designed to determine the degree of success were created for each District objective. The objectives define strategic themes that will guide the future decision making of the District.



## 12 CARE Values

*When your values are clear to you, making decisions becomes easier. - Roy Disney*

### **Innovation**

We believe that creativity and innovation are at the heart of a leading organization, and we encourage new ideas and concepts. We embrace change and constantly strive to provide healthy and enjoyable experiences for our residents and guests.

### **Integrity**

We place a high value on honesty, integrity and fairness in all actions, decisions and encounters. We promote honest and open communications, internally and externally, and place a high value on earning people's trust.

### **Cooperation**

We recognize that through teamwork and cooperation, our organization achieves success. We are dedicated to a cooperative effort and value resident and guest input within our organization.

### **Accountability**

We are committed to safeguarding our resources and using them in an environmentally and fiscally responsible manner. We are accountable for our actions to the community, our residents, guests and ourselves.

### **Respect**

We have an awareness and appreciation of diverse interests and concerns, and address those needs with respect and consideration. We promote social equity to ensure all people have access to parks and recreation experiences.

### **Excellence**

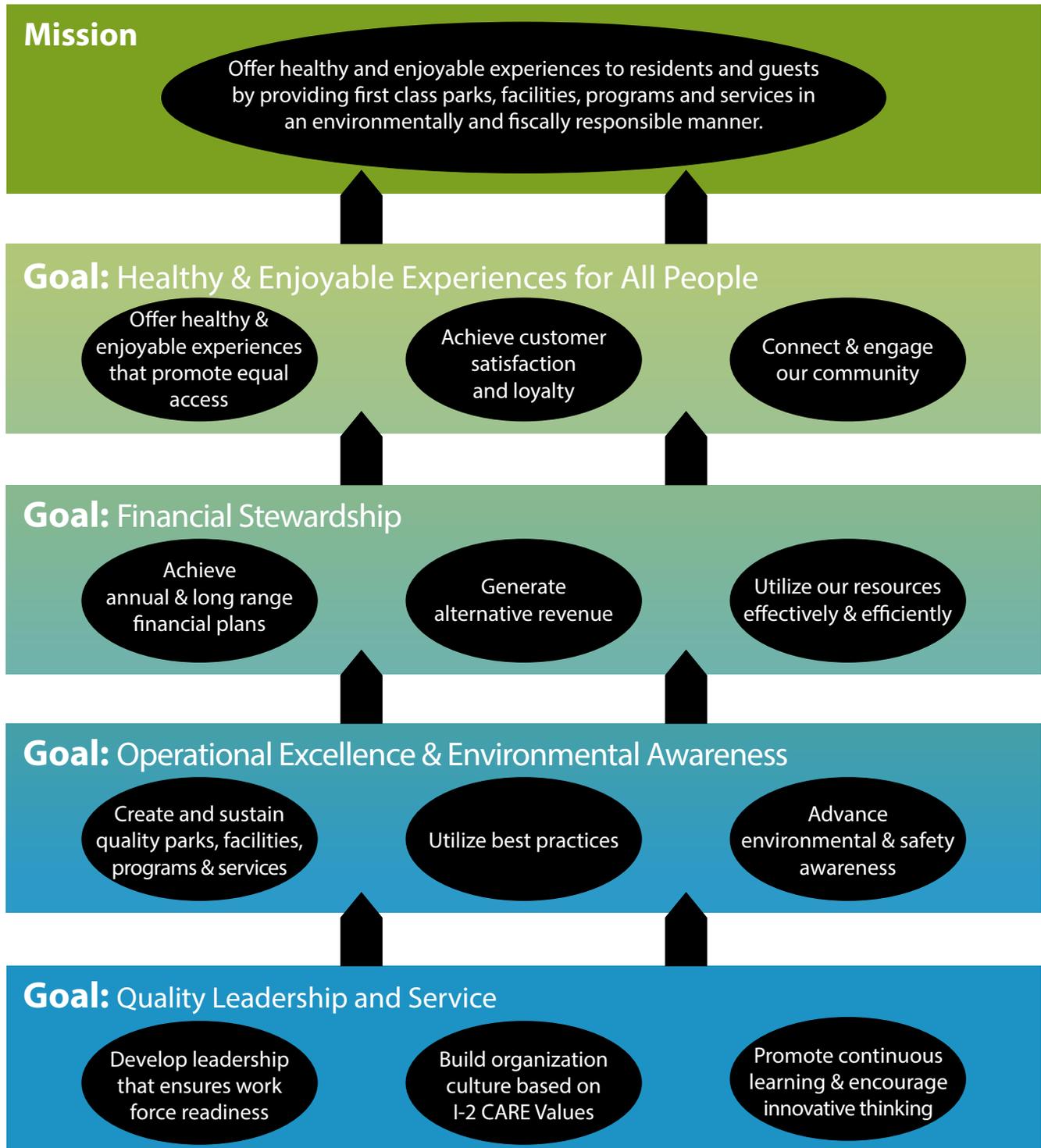
As a leader in our industry, we are committed to providing first class parks, facilities, programs and services that provide healthy and enjoyable experiences to our residents and guests. We strive to hire, train, empower and retain employees capable of providing quality leadership and ensuring customer satisfaction.



# Strategic Plan

## Strategy Map

The strategy map serves as the foundation for the strategic plan and describes the District's strategy through cause and effect relationships. The strategy map provides a visual picture of how the District aligns its resources to achieve its mission. The hierarchy of the map indicates the relationship and linkage between each of the goals and shows the relationship of how each initiative is tied directly back to the ultimate mission of the District.



## Strategic Plan (continued)

### District Goal 1: Provide healthy and enjoyable experiences for all people.

Providing parks, facilities and opportunities that promote healthy and enjoyable experiences is central to the District’s mission. We promote the benefits of parks and recreation by engaging and interacting with our community in a socially equitable manner.

#### Objectives

- 1 Offer healthy and enjoyable experiences that promote equal access

##### Performance Measures

Number of programs/registrations  
Number of facility memberships/visits  
Number of demographically targeted programs/registrations  
Daily paid facility usage & total facility visits

- 2 Achieve customer satisfaction and loyalty

##### Performance Measures

Community and participation survey data related to overall satisfaction and retention by percentage

- 3 Connect & engage our community

##### Performance Measures

Number of special events & participation  
Number of partnerships/coop agreements  
Digital marketing/social media engagement  
Number of Foundation events/participants

#### Initiatives: Timeline Definitions

<i>(annually)</i>	<i>continuously throughout the year or at least once per year</i>
<i>(short term)</i>	<i>within 2 years</i>
<i>(mid-term)</i>	<i>within 2-4 years</i>
<i>(long term)</i>	<i>5+ years</i>

#### Initiatives

Create recreational programs and opportunities to target under served” demographic populations *(annually)*

Educate parents regarding the child development benefits in our programs and services *(annually)*

Educate residents regarding District financial stewardship and transparency *(annually)*

Expand facility based special events that promote greater facility usage *(annually)*

Improve the overall health outcomes of programs offered *(annually)*

Increase cooperative efforts with neighborhoods and community associations on health related issues *(annually)*

Increase volunteer involvement in District operations *(annually)*

Develop performance measurement system to evaluate value in programming structure *(short term)*

Develop plans to meet increased program needs of 50+ population *(short term)*

Expand marketing communications with the use of social media and mobile applications *(short term)*

Increase online registration through the implementation of mobile WebTrac *(short term)*

Develop plans to renovate Chino Park to meet community needs *(short/mid-term)*

Develop program life cycle model for all programs to assess meeting community needs and desires *(short/mid-term)*

Evaluate facility space utilization to accommodate growing programming needs *(short/mid-term)*

Expand pickleball opportunities and evaluate need for additional courts *(mid-term)*

Develop brand identification and tagline to increase community awareness of District parks, programs, facilities and services *(mid-term)*

Evaluate options and create conceptual plan for the former Safety Village site at WRC *(mid-term)*

Expand specialized programming opportunities that utilize partnerships and contractual agreements *(mid-term)*

Expand tennis opportunities in west Hoffman Estates *(mid-term)*

Develop plans to incorporate water-based playground on north side of District *(mid/long term)*



## Strategic Plan (continued)

### District Goal 2: Deliver Financial Stewardship

Financial stewardship ensures that we are fiscally responsible and utilize our resources in an effective and efficient manner. This goal emphasizes achieving our annual and long range financial plans in a cost-effective manner utilizing alternative revenues.

#### Objectives

- 1 Achieve annual & long range financial plans

##### Performance Measures

Achieve annual budget and fund balance reserves

- 2 Generate alternative revenue

##### Performance Measures

Grant revenue  
Sponsorship and advertising revenue  
Rentals revenue

- 3 Utilize our resources effectively and efficiently

##### Performance Measures

Assets to liabilities

#### Initiatives

Achieve District annual budget to maintain fund balance reserves *(annually)*

Continue to evaluate and apply for grant revenues to support District's operations and capital projects *(annually)*

Develop new business plan structure, including cost recovery goals, program trends, markets served, and competition *(annually)*

Perform a capacity usage analysis of facilities *(annually)*

Perform internal control audits *(annually)*

Reduce utility expenses in parks and facilities by converting to alternative energy sources *(annually)*

Retrofit facilities with green/energy efficient solutions with primary focus on lighting *(annually)*

Secure additional alternative sources of revenue to support financial goals *(annually)*

Support Friends of H.E. Parks to expand level of financial support provided to District and our residents for scholarships and special projects *(annually)*

Develop strategies to attract additional sponsors and new partnerships *(short term)*



## District Goal 3: Achieve Operational Excellence and Environmental Awareness

The District operates at the highest level utilizing proven best practices that result in first class operations. We embrace conservation and environmental stewardship to help provide long-term sustainability.

### Objectives

- 1 Create and sustain quality parks, facilities, programs & services

#### Performance Measures

Community survey data related to overall condition of parks and overall quality of programs and services

- 2 Utilize best practices

#### Performance Measures

CAPRA score  
Illinois Distinguished Agency score  
PDRMA score  
NAEYC score  
Transparency score

- 3 Advance environmental & safety awareness

#### Performance Measures

PDRMA score  
Number of accident reports  
Environmental Scorecard  
Natural area acreage/wetland acres burned

### Initiatives

Continue to address park and recreation needs according to the District's ADA Transition Plan *(annually)*

Continue to promote operational safety excellence utilizing procedures and best practices to maintain PDRMA accreditation *(annually)*

Develop additional programs and processes to support conservation, green initiatives *(annually)*

Enhance overall quality of natural areas *(annually)*

Ensure operational compliance with legal mandates *(annually)*

Implement best practices to maintain a minimum score of 95% in the District-wide IPRA environmental report card *(annually)*

Maintain and develop operational processes required to achieve accreditation status for CAPRA and Illinois Distinguished Agency standards *(annually)*

Maintain early childhood program standards to ensure NAEYC accreditation *(annually)*

Maintain environmental best practice certification *(annually)*

Maintain financial accreditation CAFR *(Comprehensive Annual Financial Report)* *(annually)*

Maintain FOIA compliance and transparency aspects of District to ensure Illinois Policy Institute Sunshine Award status *(annually)*

Maintain operations through software updates and enhancements for desktop and network infrastructure *(annually)*

Maintain PRORAGIS database to ensure compliance with CAPRA and National Gold Medal standards *(annually)*

Monitor employee hours worked to ensure legal compliance with state and federal mandates *(annually)*

Promote staff education and training to minimize number of accidents *(annually)*

Provide educational programs and opportunities on environmental best practices *(annually)*

Specify environmentally sound practices within bid requirements *(annually)*

Utilize best practices to maximize operational efficiencies as a District *(annually)*

Develop methods to organize and maintain electronic mailboxes *(short term)*

Enhance wi-fi services at District facilities *(short term)*

Investigate and expand time management utilization for internal controls *(short term)*

Enhance District signage to inform and educate guests *(short/mid-term)*

Evaluate implications of a smoke-free District policy *(short/mid-term)*

Implement best practices for allowable expansion of natural areas *(short/mid-term)*

Expand bike and trail connectivity *(short/mid/long term)*

Develop a redundancy plan for virtual servers to enhance District disaster recovery plan *(mid-term)*

Develop a schedule and process for ensuring network security and IT audit compliance *(mid-term)*

Migrate District records to electronic storage *(mid/long-term)*

Develop plans to construct a maintenance equipment storage facility west of Route 59 *(long term)*

Investigate virtualized workstation environment *(long term)*

Replace District accounting software *(short term)*



## Strategic Plan (continued)

### District Goal 4: Promote Quality Leadership and Services

The District continually evaluates our workforce and evaluates the strengths and opportunities that we have to ensure the continued productivity and growth of our organization. We promote a culture that allows us to be the leader in providing parks and recreation services to our community.

#### Objectives

- 1 Develop leadership that ensures workforce readiness

##### Performance Measures

Number of internal training sessions & participation

- 2 Build organization culture based on 12 CARE Values

##### Performance Measures

Number of Team Building events & participation

- 3 Promote continuous learning and encourage innovative thinking

##### Performance Measures

Number of external conferences sessions, workshops and seminars

#### Initiatives

Continually expand and update Hoffman University training curriculum to enhance workforce knowledge and readiness *(annually)*

Continue emphasis on cross-training and ensure workforce readiness *(annually)*

Continue to evaluate and create procedures and training to promote a high level of internal customer service *(annually)*

Continue to foster openness in communication District-wide *(annually)*

Create action plan to reduce unemployment costs *(annually)*

Create and maintain succession plan to prepare employees for advancement and prepare organization for personnel changes *(annually)*

Enhance IT support to promote quality and timely delivery of internal and external services *(annually)*

Ensure Board and Committee effectiveness by utilizing best practices *(annually)*

Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities *(annually)*

Promote healthy lifestyles through work environment best practices *(annually)*

Develop a new hire training program that addresses District policies and procedures *(short term)*

Investigate District-wide cooperative purchasing opportunities *(short term)*

Incorporate incentive programs for healthy habits for employees *(short/mid-term)*



## Capital Improvement & Replacement Plan (CIRP)

The primary focus of the 2015-2019 CIRP is on maintaining the existing physical assets of the District before future expansion is considered. To fully understand the physical condition of all existing facilities, infrastructure, equipment, vehicles and amenities (*physical assets*), a detailed inventory and evaluation was completed by staff. As part of the evaluation process, the projected life expectancy with a planned replacement schedule was completed.

The CIRP is divided into three budget fund categories: Capital, Americans with Disabilities Act and Operational. All Capital and ADA expenditures have a minimum cost of \$10,000. Operational fund improvements or replacement items have a minimum cost of \$5,000. The CIRP contains existing physical assets that have an anticipated life expectancy ending prior to 2020. The CIRP schedule was based on current assessment of operational condition including the manufacturers' anticipated life expectancy. Annually as part of the budget process, all physical assets are evaluated to determine if any items need to be added or may be extended to future years. A finance plan was created in conjunction with the CIRP to ensure that the funds required to purchase the capital improvement or replacement are available.

ADA projects were all evaluated as part of the District's ADA Transition Plan. Priority has been given to the replacement of existing park features that are scheduled to be repaired or replaced at the same time they need to be modified to comply with ADA.



# Capital Improvement & Replacement Plan (CIRP) (continued)

2015		ADA	2016		ADA	
Admin	VIRTUALIZED Server Host 2(APPS01)	\$12,500	Admin	20 PCs	\$12,000	
Admin	20 PCs	\$5,500	BPC	RTU-5 Trane 2 compr 15 ton	\$5,000	
Admin	HEPD-APC Symmetra BatteryTwr + Bat	\$11,000	BPC Banquet	Tables & Chairs	\$10,000	
Admin	HEPD - VSI RecTrac V3 Upgrade	\$7,000	BPC Clubhouse	HVAC RTU #3	\$20,000	
Admin	Facility Wi-Fi Enhancement	\$10,000	BPC Main Kit	Broiler Grill Upstairs Kitchen (1992)	\$5,000	
Admin	Copier - Maint & TC North	\$9,000	BPC Maint bld	(2) Replace 2001 Utility Carts	\$30,000	
BPC	Copier	\$6,500	BPC Maintenance	Convert Lights to LED in BLD	\$10,000	
BPC	Main entry banquet door replacement	\$25,000	BPC Maintenance	Overhead Doors Maintenance BLD	\$5,000	
BPC Basement	Manitowoc Ice Machine (Basement) 1992	\$3,500	BPC Range Bld	Restoration of Range Bld	\$10,000	
BPC Course	Pond Wall Hole # 10 & 11	\$45,000	P&D Courts	Cannon,Victoria,patch all others	\$35,000	
BPC Kitchen	Manitowoc Ice Machine 1300 (Kitchen) 1992	\$7,500	P&D Parking Lots	TC , Cannon	\$104,000	
BPC Maint	(2) Toro Rough Mower	\$60,000	P&D Playgrounds	Canterbury, Sheffield, Victoria North, Hoffman	\$375,000	\$175,000
P&D Bike Trail	Shoefactory Bike Trail	\$7,500	P&D Walks/paths	Rebuild Evergreen Armstrong paths	\$45,000	\$55,000
P&D Courts	Olmstead, Willow, Evergreen, (patch all others)	\$62,500	Parks	Park Amenities	\$20,000	
P&D Ice	Refrigeration & Brine Pump	\$75,000	Parks	Trees	\$20,000	
P&D Marquee	Marquee signs	\$12,500	Parks Div Vehicle 500	MK 2008 Ford Explorer	\$35,000	
P&D Park Portal	Park portal design	\$6,400	Parks Div Vehicle 532	1995 Chevy truck w/plow	\$34,000	
P&D Parking Lots	SR(N),SR(S),COT,Maint,CP,HP,VOG,TC (all patch)	\$175,000	\$10,000	Parks Div Vehicle 820	1994 skid loader	\$50,000
P&D Playgrounds	Evergreen,Valley, Maple	\$284,000	\$109,000	Parks Div Vehicle 912	Chevy dump truck	\$37,000
P&D PSS&WC	Locker Room Renovation	\$50,000	PSS&WC Act Pool	Ceiling	\$40,000	
P&D PSS&WC	Pool pump control	\$17,500	PSS&WC	Tennis Court repaint	\$15,000	
P&D TC	Replace Concrete Aprons & Walks	\$55,000	PSS&WC	RegROUT club locker rooms	\$40,000	
P&D TC	HVAC Compressors & Trane Config	\$60,000	PSS&WC/TC/WRC	Fitness Equipment	\$35,000	
P&D Walks/Paths	High Point (park,restm, pier, shelter)	\$160,000	\$250,000	Rec - Ice	Water Cooled Condensor	\$50,000
P&D WRC	Replace Concrete Aprons & Walks	\$50,000	Rec - Ice	Condensor Tower/Shell Tube Replacement	\$145,000	
Parks	Park Amenities	\$25,000	Seascope	Pump #2 filter	\$7,000	
Parks	Trees	\$25,000	Vog Up/Lwer	Flooring	\$10,000	
Parks Vehicle	(3) 2009 Toro Z turn mowers	\$44,000	WRC	Closet Doors	\$5,200	
Parks Vehicle 453	GB 2007 Ford Explorer	\$35,000				
Parks Vehicle 454	CT 2007 Ford Explorer	\$35,000				
Parks Vehicle 507	1989 Chevy crew cab	\$31,000				
PSS&WC/TC/WRC	Fitness Equipment	\$35,000	\$3,000			
Rec TC Admin	Carpet & Office Reconstruction	\$40,000				
Seascope	Pumps #1 and #3	\$14,000				
TC Ice	2 Equip. Gate & Side Supt. Post(s)	\$11,000				
TC Ice	240 Volt Replacement	\$9,000				
TC Ice	Rebuild Ice Compressor	\$10,500				
WRC Bld Exter	No/So door entry ceilings	\$8,000				
<b>Total</b>		<b>\$1,532,900</b>	<b>\$379,500</b>	<b>Total</b>	<b>\$1,209,200</b>	<b>230,000</b>



# Capital Improvement & Replacement Plan (CIRP) (continued)

2017			ADA
Admin	VIRTUALIZED Server Host 1(EXCH01)	\$12,500	
Admin	VMware Server	\$12,500	
Admin	HEPD-Replication Server	\$12,000	
Admin	20 PCs	\$12,000	
Admin TC	Gestetner Bulk Copier	\$6,000	
Admin TC	Laminator	\$5,000	
BPC Banquet	Main Entry Banquet Doors	\$30,000	
BPC Clubhouse	Remodel Men's Locker Room	\$30,000	
BPC Golf Course	Bunker Restoration	\$30,000	
BPC Maint Bld	Replace (2) Jacobsen Triplex (1998 & 1998)	\$40,000	
BPC Maintenance	Replace 1990 Sweeper	\$25,000	
BPC Upst Kit	Broiler (1992)	\$5,000	
Courts	High Point patch all others	\$41,000	
Equipment	(3) Toro 2011 Z turn mowers	\$48,000	
Maint	Pressure washer	\$5,500	
Maint	Graco striper	\$14,000	
Parking Lots	Victoria, PSS&WC, Canterbury Field, Huntington	\$138,000	
Parks	Park Amenities	\$20,000	
Parks	Trees	\$15,000	
2017 Playgrounds	Armstrong, Birch, Victoria S, WRC Main	\$358,000	\$130,000
PS Servc Desk	Cabinets	\$12,000	
PSS&WC	Facility Carpet weight area/admin	\$35,000	
PSS&WC/TC/WRC	Fitness Equipment	\$25,000	
Seascape	Pump #1 body slide	\$7,000	
TC	Sauna Heater	\$5,000	
Vehicle 506	Dodge Ram van	\$30,000	
Vehicle 518	Dodge Ram van	\$30,000	
Vehicle 917	1997 S10 pickup truck	\$33,000	
Walks/paths	Huntington /South Ridge/Pine/ Patch caulk	\$140,000	\$200,000
WRC	Elevator Panels	\$7,000	
WRC	RTU-1-7	\$38,000	
<b>Total</b>		<b>\$1,221,500</b>	<b>\$330,000</b>

2018			ADA
Admin	20 PCs	\$12,000	
AdminPSS&WC	Copier	\$10,000	
AdminTC	District copier - Kyocera	\$15,000	
AdminWRC	Copier	\$5,000	
BPC Golf Course	Bunker Restoration	\$20,000	
BPC Main Kitchen	2dr True Refrig. TR2RR1-2S	\$5,000	
BPC Maintenance	(2) Toro Sandpro 3020 (1994 & 2004)	\$20,000	
Maint	Tire machines	\$5,500	
P&D floating pier	S. Ridge	\$23,000	
P&D Parking lots	Hassle Maintenance, Triphahn, BPC, South Ridge	\$148,000	
P&D Playgrounds	Community, PG & Fitness ,SR fitness ,Colony	\$347,000	\$230,000
P&D splash pad	Community Park	\$74,000	
P&D Walks/paths	Cannon Phase I paths/patch caulk	\$60,000	\$95,000
Parks	Park Amenities	\$20,000	
Parks	Trees	\$15,000	
Parks Div Maint 750	2003 Toro 580 mower	\$55,000	\$325,000
Parks Div TC	Repair metal roof- old section	\$100,000	
Parks Div TC	Replace roof over gym	\$150,000	
Parks Div TC	Replc gym walls/ceiling panels	\$150,000	
PS Lap Pool	Ceiling (paint)	\$40,000	
PSS&WC	Locker Upgrade	\$20,000	
PSS&WC/TC/WRC	Fitness Equipment	\$25,000	
Seascape	Pump #1 and #4	\$14,000	
TC-Ice	Warm Flr Heat Exchanger	\$8,000	
BPC	Dodge Ram 3500 Dump Truck (1999)	\$35,000	
P&D Courts	Charlemagne patch all others	\$55,000	
Parks Div Vehicle 527	1991 Chevy crew cab	\$33,000	
<b>Total</b>		<b>1,464,500</b>	<b>325,000</b>



# Capital Improvement & Replacement Plan (CIRP) (continued)

2019		ADA	
Admin	VIRTUALIZED Server Host 2 (APPS01)	\$12,500	
Admin	20 PCs	\$12,000	
BPC	Buffalo Blower (2004)	\$5,000	
BPC Golf Course	Bunker Restoration	\$20,000	
Parks	Park Amenities	\$20,000	
Parks	Trees	\$15,000	
PSS&WC	Weight room flooring	\$35,000	
PSS&WC/TC/WRC	Fitness Equipment	\$35,000	
Seascape	Pump #2 and #5	\$14,000	
TC rink	Locker room LL flooring	\$40,000	
BPC Maint Bld	(2) Triplex Greens (2004)	\$40,000	
BPC Maint Bld	Fairway De-Thatcher Unit	\$15,000	
P&D Courts	South Ridge patch all others	\$60,000	
P&D Parking lots	Seascape, Others	\$205,000	\$10,000
P&D Playgrounds	Huntingto, High Point, McArthur, High Point fitness, PSS&WC, Pine	\$335,000	\$245,000
P&D Walks/paths	Armstrong/Fairview ,Sloan/ patch caulk	\$55,000	\$90,000
Parks Div Vehicle 509	1989 Chevy truck	\$35,000	
Parks Div Vehicle 450	1993 Chevy crew cab truck	\$35,000	
PSS&WC Activity pool	Pool Features (replace)	\$20,000	
Rec TC Ice	Zamboni (2)	\$200,000	
<b>Total</b>		<b>\$1,208,500</b>	<b>\$345,000</b>



## Future Potential New Projects/Facilities

The Needs Assessment through the focus groups and community survey inquired about possible new projects and/or facilities and how important these projects or facilities were for the Park District to consider for the future.

Identified projects and/or facilities are all directly supported by the community survey data, trends, changing demographics and/or identified best practices. While all identified projects fulfill the mission and goals of the District, not all projects will be approved and funded in the future. **Only projects/facilities that are identified and approved for further research and possible funding will be included as an objective as part of the District's annual budget approval process.**



A summary list of Future Potential New Project/Facilities is listed below. [For a detailed description of each project, range of cost estimate, along with a justification for future consideration click here.](#)

**Retain architectural consultant to conduct future space utilization study: \$20,000**

**Expand existing daily activity space for 50+ Active Adults Activity Center at TC: cost TBD from space utilization study.**

**Splash pad/Community playground South Ridge Park**

**Splash pad South Ridge Park: \$260,000 - \$650,000**

Do not replace/relocate 2018 CIRP South Ridge Fitness w/ADA budget of (\$176,500) and playground budget of (\$114,500) realizing (\$291,000) towards the project from the redundancy of the fitness and playground.

Community playground South Ridge Park: \$140,000 - \$450,000 (*net expense range up to \$159,000*)

**Chino Park**

Dog Park: \$30,000 - \$60,000

Community Gardens: \$10,000 - \$50,000

**Pickleball/Tennis Courts West Hoffman; Pickleball North Hoffman: \$150,000 - \$240,000**

**Park Rules & Playground Rules Signs: \$125,000**

**West side Maintenance Garage: \$60,000 - \$150,000**

**Retain architectural consultant to complete west side Maintenance Garage concept plan/cost estimate: \$10,000**

**Community Garden/Children's Early Learning Garden (WRC vacant lot): \$60,000 - \$200,000**

**Extreme Challenge Fitness: \$500,000 - \$850,000**

**Indoor Multipurpose Facility: \$3,000,000 - \$5,000,000**

**West side Environmental/Nature Center (Golf Rd Nature Preserve/Essex Park): \$ TBD**

**Off Ice Training Facilities: \$ TBD from space utilization study.**

**PSS&WC - Additional parking: \$40,000**

**Skate Park South Hoffman: \$60,000 - \$100,000**

**Bridges of Poplar Creek**

Short course: \$450,000 - \$750,000

Winter range: \$100,000 - \$250,000

Hotel (*100% funded*)

Golf Road access: \$1.8 - \$2.2 million

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

Facility	Location	Item	Year Bought	Qty	Unit Cost	Cost	Replace	Cap
ADMIN	Admin	HEPD all Facilities Parking Lot Security Came		10	\$ 7,000	\$ 70,000	2017	O
ADMIN	Admin	Video Security Server Upgrade (inc in above)		1	\$ 5,000	\$ 5,000	2017	O
ADMIN	Admin	VSI RecTrac V3 Upgra	1985	1	\$ 20,000	\$ 20,000	2017	O
TC	Admin	HP VM Host Server/N	2013	1	\$ 30,000	\$ 35,000	2017	O
BPC	Golf course	Bunker renovation		1	\$ 40,000	\$ 40,000	2017	O
PARKS	Fabbrini	Lake aerator	new	1	\$ 6,000	\$ 6,000	2017	O
PSSWC	Fitness	Fitness Equipment		1	\$ 25,000	\$ 25,000	2017	O
PSSWC	Admin	PSSWC-Copier	2011	1	\$ 7,500	\$ 7,500	2017	O
PSSWC	Café	Café Reconstruct	2000	1	\$ 10,500	\$ 10,500	2017	O
PSSWC	Gymnasium	Floors Resurface	2000	1	\$ 9,600	\$ 9,600	2017	O
TC	Ice	100 HP Compressor R	2004 (2) 2009 (1)	3	\$ 2,000	\$ 6,000	2017	O
TC/WRC	Fitness	Fitness Equipment	2004	2	\$ 5,000	\$ 10,000	2017	O
TC/WRC	TC Ice/WRC Gym	Sound System Rplc	2000	3	\$ 3,000	\$ 9,000	2017	O
WRC	Floor refinish	Main gym, dance rm,	2015	5	\$ 1,000	\$ 5,000	2017	O
						\$ 258,600		
TC	Northside	Renovation hard costs		1	\$ 975,000	\$ 975,000	2017	O
PARKS	Seascape and WRC	Concrete Walkway		1	\$ 9,000	\$ 9,000	2017	A
PARKS	Shoe Factory Bike Trai	Building New		1	\$ 7,500	\$ 7,500	2017	A
PARKS	Victoria South	Path Repair		1	\$ 28,200	\$ 28,200	2017	C&A
PARKS	Colony	Playground Replace 2-5 yr olds		1	\$ 50,000	\$ 50,000	2017	C&A
PARKS	Victoria South	Playground Replace		1	\$ 105,740	\$ 105,740	2017	C&A
PARKS	Evergreen	Path Repair		1	\$ 92,000	\$ 92,000	2017	C&A
BPC	Maint	Greens King VI	2000	2	\$ 30,000	\$ 60,000	2017	C
BPC	Golf	Cart Purchase		1	\$ 475,000	\$ 475,000	2017	C
PARKS	Equipment	410 Graco riding strip	2002	1	\$ 14,000	\$ 14,000	2017	C
PARKS	Chino	Gardens		1	\$ 5,000	\$ 5,000	2017	C
PARKS	Westbury	Path Repair		1	\$ 23,000	\$ 23,000	2017	C
PARKS	Equipment	563 Toro Z-Turn mow	2007	1	\$ 20,000	\$ 20,000	2017	C
PARKS	Vehicle	509 Chevy pickup	1988	1	\$ 33,000	\$ 33,000	2017	C
PARKS	Vehicle	450 Chevy pickup ext	1993	1	\$ 35,000	\$ 35,000	2017	C
PARKS	Vehicle	912 Chevy 1Ton picku	1996	1	\$ 39,300	\$ 39,300	2017	C
PARKS	Eisenhower	Track Resurface		1	\$ 60,000	\$ 60,000	2017	C
PARKS	Parking Lots	Parking lot patch		1	\$ 103,000	\$ 103,000	2017	C
PARKS	Maint	Replace Fuel Pumps	2002	2	\$ 14,000	\$ 28,000	2017	C
PARKS	Misc	Tennis & Pickle ball courts Crack repair & Co		1	\$ 45,000	\$ 45,000	2017	C
PARKS	Seascape	Sand Play Area		1	\$ 46,300	\$ 46,300	2017	C
PSSWC	Tennis Court	Resurface Paint	2000	3		\$ 20,300	2017	C
PSSWC	Roof	RTU 4/5/8		3	\$ 9,000	\$ 27,000	2017	C
WRC	Gym	Unit RTU-1	2007	1	\$ 23,000	\$ 23,000	2017	C
WRC	Office/Hallway	Unit RTU-6	2007	1	\$ 25,000	\$ 25,000	2017	C
						\$ 1,374,340		

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2018	O
ADMIN	IT	Recabling Remote Facilities		1	\$ 20,000	\$ 20,000	2018	O
PARKS	Equipment	Oil and grease deliver	1993	1	\$ 10,000	\$ 10,000	2018	O
PARKS	Equipment	723 Shop welder	1988	1	\$ 5,000	\$ 5,000	2018	O
PARKS	Equipment	208 Tire machine	1993	1	\$ 6,000	\$ 6,000	2018	O
PARKS	Equipment	209 Tire balancer	1995	1	\$ 6,000	\$ 6,000	2018	O
PSSWC	Pool	Pump#1 lap pool	2014	1	\$ 2,100	\$ 2,100	2018	O
PSSWC	Gym	Curtains	2010	4	\$ 750	\$ 3,000	2018	O
PSSWC	Admin	PSSWC - Copier	2011	1	\$ 8,500	\$ 8,500	2018	O
PSSWC	Main Hall Fitness	Flooring (Carpet) Rep	2000	1	\$ 15,000	\$ 15,000	2018	O
PSSWC	Gym	Gym curtain divider	2000	2	\$ 10,000	\$ 20,000	2018	O
PSSWC	Lockerroom	Lock system	2000	1	\$ 35,000	\$ 35,000	2018	O
PSSWC	Fitness Area	Fitness equipment	2008	1	\$ 36,000	\$ 36,000	2018	O
PSSWC	Free Wt Area	Flooring Replace	2000	1	\$ 35,000	\$ 35,000	2018	O
PSSWC	Fitness Area	Carpeting	2000	4	\$ 6,250	\$ 25,000	2018	O
SEA	Pool	Pump#4 activity pool	2013	1	\$ 4,750	\$ 4,750	2018	O
SEA	Pool	Pump#1 filter	2015	1	\$ 5,850	\$ 5,850	2018	O
TC	Dance Room/Gym	Wood floor resurface	2005	1	\$ 4,000	\$ 4,000	2018	O
TC	Admin	Video Security Server Upgrade		1	\$ 5,000	\$ 5,000	2018	O
TC	Admin	Virtual Computer Ser	2013	5	\$ 3,000	\$ 15,000	2018	O
TC	Admin	TC - Toshiba Color Co	2014	1	\$ 8,000	\$ 8,000	2018	O
TC	Admin	Microsoft Office Pro	2010	90	\$ 100	\$ 9,000	2018	O
TC	Admin	HEPD - Comcast Upgrade Remote		1	\$ 10,000	\$ 10,000	2018	O
TC	Admin	TC District copier - Ky	2013	1	\$ 16,000	\$ 16,000	2018	O
TC	Admin	Windows 7 to Windo	2010	90	\$ 200	\$ 18,000	2018	O
						\$ 330,200		
PSSWC	Lockerroom	Reconstruction		2	\$ 300,000	\$ 600,000	2018	O
PARKS	Armstrong	Path repair		1	\$ 14,340	\$ 14,340	2018	C&A
PARKS	Armstrong	Playground Replace		1	\$ 75,000	\$ 75,000	2018	C&A
PARKS	Birch	Playground Replace		1	\$ 103,000	\$ 103,000	2018	C&A
PARKS	Fabbrini	MacArthur Playground Replace		1	\$ 150,000	\$ 150,000	2018	C&A
BPC	Maint	Sweep Star 60	1990	1	\$ 15,000	\$ 15,000	2018	C
BPC	Maint	Sandpro 5020	1994	2	\$ 15,000	\$ 30,000	2018	C
PARKS	Equipment	556 Toro Z-turn mow	2009	1	\$ 20,000	\$ 20,000	2018	C
PARKS	Vehicle	527 Chevy 4-door pic	1991	1	\$ 28,070	\$ 28,070	2018	C
PARKS	Vehicle	500 Ford explorer	2008	1	\$ 35,000	\$ 35,000	2018	C
PARKS	Vehicle	513 Dodge 1Ton pick	1998	1	\$ 39,295	\$ 39,295	2018	C
PARKS	Equipment	Thorgard Component/Module Rpic	2006	1	\$ 60,000	\$ 60,000	2018	C
PARKS	Courts	Court Crackfill		1	\$ 68,165	\$ 68,165	2018	C
PARKS	Equipment	570 Toro 580D 4X4 m	2003	1	\$ 80,000	\$ 80,000	2018	C
PARKS	Parking Lots	Parking Lot Patch/Repair		1	\$ 143,358	\$ 143,358	2018	C
PSSWC	Equipment	HVAC Carrier Control System		1	\$ 40,000	\$ 40,000	2018	C
TC	Maint	Domestic hot water h	1986	1	\$ 25,000	\$ 25,000	2018	C
TC	Ice	Zamboni	2004	2	\$ 85,000	\$ 170,000	2018	C
TC/WRC	Fitness Area	Fitness equipment	2008	1	\$ 36,000	\$ 36,000	2018	C
VOG	Barn	Exterior siding	2003	1	\$ 25,000	\$ 25,000	2018	C
						\$ 814,888		

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2019	O
BPC	Maint	Exterior building pain	1989	1	\$ 12,000	\$ 12,000	2019	O
BPC	Maint	Domestic hot water h	1989	1	\$ 15,000	\$ 15,000	2019	O
BPC	Maint	Fire suppression syste	1989	1	\$ 15,000	\$ 15,000	2019	O
BPC	Maint	Security alarm system	1989	1	\$ 15,000	\$ 15,000	2019	O
BPC	Poplar Room	Carpet	2009	1	\$ 25,000	\$ 25,000	2019	O
BPC	Maint	Elevator	1989	1	\$ 50,000	\$ 50,000	2019	O
PARKS	Huntington	Path patch		1	\$ 3,800	\$ 3,800	2019	O
PARKS	Equipment	541 Samson mowing	1989	1	\$ 4,015	\$ 4,015	2019	O
PARKS	Equipment	403 Striping trailer	1979	1	\$ 4,500	\$ 4,500	2019	O
PARKS	Equipment	539 Ideal trailer	1989	1	\$ 5,870	\$ 5,870	2019	O
PSSWC	Climbing Wall	Fall absorption surfac	2000	1	\$ 8,000	\$ 8,000	2019	O
PSSWC	Service Desk	Furniture	2000	40	\$ 500	\$ 20,000	2019	O
PSSWC	Fitness Area	Fitness equipment		1	\$ 36,000	\$ 36,000	2019	O
SEA	Pool	Pump#5 tube slide	2015	1	\$ 4,800	\$ 4,800	2019	O
SEA	Pool	Pump #2 filter	2014	1	\$ 5,950	\$ 5,950	2019	O
SEA	Pool	Deep end filter grates	2010	1	\$ 9,500	\$ 9,500	2019	O
TC	Ice	Jacket cooling pump	2004	1	\$ 4,000	\$ 4,000	2019	O
TC	Admin	Virtual computer serv	2014	3	\$ 2,000	\$ 6,000	2019	O
TC	Admin	HEPD - director lapto	2015	6	\$ 1,200	\$ 7,200	2019	O
TC	Ice	Cold Brine Pump Imp	2004	3	\$ 2,666	\$ 7,998	2019	O
TC	Ice	Warm Brine Pump Im	2004	3	\$ 2,666	\$ 7,998	2019	O
TC	Ice	Warmfloor heat Exch	2004	1	\$ 8,000	\$ 8,000	2019	O
TC	Ice	Water Pump Impeller	2004	2	\$ 4,000	\$ 8,000	2019	O
TC	Admin	HP P2000 G3 MSA (M	2014	1	\$ 9,000	\$ 9,000	2019	O
TC/WRC	Fitness	Fitness equipment	2000	2	\$ 5,000	\$ 10,000	2019	O
WRC	Admin	Video security server upgrade		1	\$ 5,000	\$ 5,000	2019	O
						\$ 315,631		
PARKS	Charlemagne	Path repair		1	\$ 18,500	\$ 18,500	2019	C&A
PARKS	Olmstead	Path rebuild		1	\$ 25,558	\$ 25,558	2019	C&A
PARKS	Fabbrini	Fitness area replace		1	\$ 30,000	\$ 30,000	2019	C&A
PARKS	S. Ridge	Fitness area replace		1	\$ 30,000	\$ 30,000	2019	C&A
PARKS	Princeton	Splashpad replace		1	\$ 45,000	\$ 45,000	2019	C&A
PARKS	Pine	Tot lot replace		1	\$ 54,000	\$ 54,000	2019	C&A
PARKS	Princeton	Playground replace		1	\$ 103,000	\$ 103,000	2019	C&A
PARKS	Willow	Playground Rplc		1	\$ 105,000	\$ 105,000	2019	C&A
PARKS	Fabbrini McArthur	Playground replace		1	\$ 150,000	\$ 150,000	2019	C&A
WRC	WRC	Playgound replace		1	\$ 105,000	\$ 105,000	2019	C&A
BPC	Maint	Ground master 3150	2003	2	\$ 30,000	\$ 60,000	2019	C
BPC	Maint	Roof flat	1989	1	\$ 60,000	\$ 60,000	2019	C
PARKS	Community	Fitness Eliminate		1	\$ 10,000	\$ 10,000	2019	C
PARKS	Equipment	465 Graco riding strip	2005	1	\$ 13,475	\$ 13,475	2019	C
PARKS	Vehicle	515 Dodge dakota pic	1999	1	\$ 20,240	\$ 20,240	2019	C
PARKS	Equipment	567 Toro Z-turn mow	2011	2	\$ 20,000	\$ 40,000	2019	C
PARKS	Vehicle	492 Ford explorer lim	2014	1	\$ 46,350	\$ 46,350	2019	C
PARKS	Basketball/Tennis Cou	Court Crackfill		1	\$ 70,837	\$ 70,837	2019	C
PARKS	Community	Splash Pad Rplc		1	\$ 80,000	\$ 80,000	2019	C
PARKS	Equipment	559 Toro 580D mowe	1999	1	\$ 80,835	\$ 80,835	2019	C
PARKS	Parking Lots	Parking lot patch		1	\$ 107,835	\$ 107,835	2019	C
TC	Ice	Ice Brine Chiller and S	2004	1	\$ 75,000	\$ 75,000	2019	C
						\$ 1,330,630		

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2020	O
BPC	Admin	BPC - Kyocera 4501i	2015	1	\$ 5,500	\$ 5,500	2020	O
BPC	Admin	Video Security server upgrade		1	\$ 5,000	\$ 5,000	2020	O
BPC	Main Kitchen	Freezer	1900	1	\$ 5,500	\$ 5,500	2020	O
BPC	Maint	Exterior building pain	2000	1	\$ 12,000	\$ 12,000	2020	O
PARKS	Equipment	451 Perma green fert	2003	1	\$ 5,615	\$ 5,615	2020	O
PSSWC	Pool	Pump#2 activity pool	2015	1	\$ 2,150	\$ 2,150	2020	O
PSSWC	Lockerroom-family	Comp RTU-11	2000	1	\$ 3,500	\$ 3,500	2020	O
PSSWC	Tennis	Furniture	2012	5	\$ 700	\$ 3,500	2020	O
PSSWC	Maint	Domestic hot water h	2000	1	\$ 9,000	\$ 9,000	2020	O
PSSWC	Track hallway	Carpet Replace	2000	1	\$ 10,000	\$ 10,000	2020	O
PSSWC	Maint	Steam room mechani	2000	1	\$ 11,000	\$ 11,000	2020	O
PSSWC	Lockerrooms	Funriture	2012	6	\$ 2,000	\$ 12,000	2020	O
PSSWC	Group Exercise Studio	Mirror replace	2000	13	\$ 1,000	\$ 13,000	2020	O
PSSWC	Maint	Domestic hot water h	2000	1	\$ 15,000	\$ 15,000	2020	O
PSSWC	Fitness Area	Fitness equipment	2000	1	\$ 36,000	\$ 36,000	2020	O
PSSWC	Tennis Area	Net/Dividers Replace	2010	7	\$ 5,000	\$ 35,000	2020	O
SEA	Pool Amenities	Facility Sign	1995	1	\$ 5,000	\$ 5,000	2020	O
SEA	Maint	Exterior building pain	2005	1	\$ 5,000	\$ 5,000	2020	O
SEA	Maint	Irrigation system	2000	1	\$ 5,000	\$ 5,000	2020	O
SEA	Maint	Domestic hot water h	2000	1	\$ 7,500	\$ 7,500	2020	O
TC	Admin	Virtual Computer Ser	2015	2	\$ 2,500	\$ 5,000	2020	O
TC	Admin	APC UPS server room	2015	1	\$ 10,000	\$ 10,000	2020	O
TC	Admin	TC N - Kyocera 4501i	2015	1	\$ 5,500	\$ 5,500	2020	O
TC	Maint	Whirlpool mechanical	2000	1	\$ 7,000	\$ 7,000	2020	O
TC	Admin	HEPD - Cisco Firewall	2015	3	\$ 3,000	\$ 9,000	2020	O
TC	Ice	Zamboni Doors	2005	2	\$ 5,000	\$ 10,000	2020	O
TC	Admin	HEPD Computer Serv	2015	1	\$ 12,000	\$ 12,000	2020	O
TC	Admin	SHOREDIR (Shoretel F	2015	1	\$ 12,000	\$ 12,000	2020	O
TC	Admin	HEPD - Network Switc	2015	13	\$ 2,750	\$ 35,750	2020	O
TC/WRC	Fitness Area	Fitness Equipment	2000	2	\$ 5,000	\$ 10,000	2020	O
VOG	Barn Upper Level	Kitchen Windows	2003	3	\$ 1,000	\$ 3,000	2020	O
VOG	House Upper Level	Doors	2003	3	\$ 1,200	\$ 3,600	2020	O
VOG	Barn Upper Level	Office Windows	2003	5	\$ 1,000	\$ 5,000	2020	O
VOG	House	Replace flooring	2003	2	\$ 3,000	\$ 6,000	2020	O
VOG	House Lower Level	Windows	2003	7	\$ 1,000	\$ 7,000	2020	O
WRC	Main Doors	Replace	2003	4	\$ 1,500	\$ 6,000	2020	O
WRC	Locker Room West	Tile Floor Replace	2003	1	\$ 10,000	\$ 10,000	2020	O
WRC	Office General	Cubicals	2003	2	\$ 5,000	\$ 10,000	2020	O
						\$ 381,115		
PSSWC	PSSWC	Playground Rplc		1	\$ 105,000	\$ 105,000	2020	C&A
PARKS	Fabrini N. Oakdale	Playground Eliminate		1	\$ 10,000	\$ 10,000	2020	C&A
PARKS	Community	Fitness area replace		1	\$ 38,000	\$ 38,000	2020	C&A
PARKS	Hoffman	Playground Rplc		1	\$ 105,000	\$ 105,000	2020	C&A
PARKS	Colony	Playground Rplc		1	\$ 67,000	\$ 67,000	2020	C&A
BPC	Maint	Road reconstruction		1	\$ 26,000	\$ 26,000	2020	C
BPC	Maint	Toro Mult-Pro 1250 s	2005	1	\$ 40,000	\$ 40,000	2020	C
PARKS	Courts	Court Crackfill		1	\$ 96,500	\$ 96,500	2020	C
PARKS	Equipment	546 Toro Z-turn mow	2013	1	\$ 20,000	\$ 20,000	2020	C
PARKS	Equipment	547 Toro Z-turn mow	2013	1	\$ 20,000	\$ 20,000	2020	C
PARKS	Vehicle	508 Ford E250 van	2008	1	\$ 22,660	\$ 22,660	2020	C
PARKS	Vehicle	495 Ford explorer	2005	1	\$ 32,750	\$ 32,750	2020	C
PARKS	Victoria	Tennis court replace		1	\$ 85,000	\$ 85,000	2020	C
PARKS	Parking Lots	Lot Patch Crackfill		1	\$ 128,450	\$ 128,450	2020	C
PSSWC	Member lockerroom	Unit RTU-4	2000	1	\$ 20,000	\$ 20,000	2020	C

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

PSSWC	Tennis Courts	Unit RTU-3	2000	1	\$ 25,000	\$ 25,000	2020	C
PSSWC	Gym	Comp RTU-1	2000	1	\$ 35,000	\$ 35,000	2020	C
PSSWC	Service Desk	Comp RTU-2	2000	1	\$ 35,000	\$ 35,000	2020	C
PSSWC	Maint	Exterior painting	2000	1	\$ 60,000	\$ 60,000	2020	C
PSSWC	Maint	Roof	2000	1	\$ 125,000	\$ 125,000	2020	C
SEA	Maint	Fire suppression system	2000	1	\$ 15,000	\$ 15,000	2020	C
SEA	Maint	Security alarm system	2000	1	\$ 15,000	\$ 15,000	2020	C
SEA	Pool	Water play feature	2000	1	\$ 23,000	\$ 23,000	2020	C
VOG	Barn Lower Level	Teen Center Office W	2003	16	\$ 1,500	\$ 24,000	2020	C
WRC	Maint	Sky lights	1981	1	\$ 45,000	\$ 45,000	2020	C
						<b>\$ 1,113,360</b>		

COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)

ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2021	O
BPC	Maint	HV100 Press	1985	1	\$ 5,000	\$ 5,000	2021	O
BPC	Maint	Utility Cart	2013	1	\$ 5,000	\$ 5,000	2021	O
BPC	Maint	Turf 2	2001	1	\$ 6,000	\$ 6,000	2021	O
BPC	Maint	Turf 2	1999	1	\$ 6,000	\$ 6,000	2021	O
BPC	Maint	Turf 2	1999	1	\$ 6,000	\$ 6,000	2021	O
BPC	Bar & Grill	TVS	2011	5	\$ 1,500	\$ 7,500	2021	O
PARKS	Equipment	212 Toro snowblower	2011	1	\$ 465	\$ 465	2021	O
PARKS	Equipment	402 Ballfield trailer bi	2001	1	\$ 4,500	\$ 4,500	2021	O
PARKS	Equipment	404 Water trailer	2001	1	\$ 4,500	\$ 4,500	2021	O
PARKS	Admin	Video Security Server Upgrade		1	\$ 5,000	\$ 5,000	2021	O
PSSWC	Fitness Area	Fitness equipment	2013	1	\$ 36,000	\$ 36,000	2021	O
SEA	Admin	Video Security Server Upgrade		1	\$ 5,000	\$ 5,000	2021	O
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2021	O
PARKS	Huntington	Path rebuild		1	\$ 25,065	\$ 25,065	2021	C&A
PARKS	S. Ridge	Playground Rplc		1	\$ 103,000	\$ 103,000	2021	C&A
PARKS	Huntington	Playground Rplc		1	\$ 175,000	\$ 175,000	2021	C&A
PARKS	S. Ridge	Path rebuild		1	\$ 315,000	\$ 315,000	2021	C&A
PARKS	Westbury	Path replace		1	\$ 51,120	\$ 51,120	2021	C&A
PARKS	Highland	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A
PARKS	Hoffman	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A
PARKS	Hunter's Ridge E	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A
PARKS	Tall Oaks	Playground replace		1	\$ 105,000	\$ 105,000	2021	C&A
PSSWC	PSSWC	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A
VOG	Path	Path replace		1	\$ 38,480	\$ 38,480	2021	C&A
PARKS	Courts	Court Crackfill		1	\$ 8,600	\$ 8,600	2021	C
PARKS	Equipment	476 Graco riding strip	2011	1	\$ 13,475	\$ 13,475	2021	C
PARKS	Equipment	545 Toro Z-turn mower	2013	1	\$ 20,000	\$ 20,000	2021	C
PARKS	Vehicle	519 Dodge ram 2500	2001	1	\$ 22,454	\$ 22,454	2021	C
PARKS	Vehicle	517 Chevy van	2001	1	\$ 25,853	\$ 25,853	2021	C
PARKS	Vehicle	511 Dodge 2500 4x4	2001	1	\$ 30,000	\$ 30,000	2021	C
PARKS	Vehicle	533 Ford E250	2011	1	\$ 33,000	\$ 33,000	2021	C
PARKS	Equipment	571 Toro 580D 4x4 m	2006	1	\$ 80,000	\$ 80,000	2021	C
PARKS	Cipri	Playground replace		1	\$ 105,000	\$ 105,000	2021	C
PARKS	Parking Lots	Parking lot patch		1	\$ 125,000	\$ 125,000	2021	C
PARKS	Charlemagne	Tennis court replace		1	\$ 85,000	\$ 85,000	2021	C
PARKS	S. Ridge	Tennis court replace		1	\$ 85,000	\$ 85,000	2021	C
SEA	Pool	Guard chair replace	2010	4	\$ 8,000	\$ 32,000	2021	C
SEA	Pool	Pool water heaters (2	2000	2	\$ 75,000	\$ 150,000	2021	C
TC	Roof & Panels	Replace	1985	1	\$ 400,000	\$ 400,000	2021	C

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2022	O
BPC	Maint	Freedom NB	2012	1	\$ 5,000	\$ 5,000	2022	C
BPC	Kitchen, Main	Fryers	1900	2	\$ 3,500	\$ 7,000	2022	C
BPC	Kitchen, Upstairs	Broiler	1900	1	\$ 7,500	\$ 7,500	2022	C
PARKS	Work Area	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Mechanic Area	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Wash Bay	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Work Area	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Mechanic Area	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Wash Bay	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O
PARKS	Equipment	223 Wacker compact	2012	1	\$ 1,960	\$ 1,960	2022	O
PARKS	Break/Conf Room	Comp RTU-1	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Dir office/Reception	Comp RTU-2	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Supervisor Area	Comp RTU-3	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Break/Conf Room	Unit RTU-1	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Dir office/Reception	Unit RTU-2	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Supervisor Area	Unit RTU-3	2002	1	\$ 3,000	\$ 3,000	2022	O
PARKS	Maint	Fuel pump mechanical	2002	3	\$ 2,333	\$ 6,999	2022	C
PARKS	Courts	Crackfill		1	\$ 9,028	\$ 9,028	2022	C
PARKS	Equipment	422 Kifco water reel	2010	1	\$ 9,270	\$ 9,270	2022	C
PARKS	Parking Lots	Crackfill		1	\$ 15,000	\$ 15,000	2022	C
PARKS	Maint	Fuel pumps	2002	3	\$ 6,000	\$ 18,000	2022	C
PARKS	Maint	Exterior service doors	2002	6	\$ 3,333	\$ 19,998	2022	C
PARKS	Equipment	576 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C
PARKS	Equipment	577 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C
PARKS	Equipment	578 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C
PARKS	Vehicle	512 GMC 2500 4x4 pickup	2002	1	\$ 25,853	\$ 25,853	2022	C
PARKS	Vehicle	518 Dodge Ram 1500	2002	1	\$ 29,000	\$ 29,000	2022	C
PARKS	Vehicle	506 Dodge Ram 1500	2002	1	\$ 29,500	\$ 29,500	2022	C
PARKS	Vehicle	493 Ford Escape hybrid	2012	1	\$ 33,070	\$ 33,070	2022	C
PARKS	Maint	Fencing	2002	1	\$ 35,000	\$ 35,000	2022	C
PARKS	Maint	Overhead door opener	2002	5	\$ 7,000	\$ 35,000	2022	C
PARKS	Canterbury Park Place	Path repair		1	\$ 35,409	\$ 35,409	2022	C&A
PARKS	N. Ridge	Path replace		1	\$ 13,000	\$ 13,000	2022	C&A
PARKS	Pine	Path replace		1	\$ 13,888	\$ 13,888	2022	C&A
PARKS	Sycamore	Path Repair		1	\$ 68,000	\$ 68,000	2022	C&A
PARKS	Cannon	Path replace		1	\$ 103,258	\$ 103,258	2022	C&A
PARKS	Fabbrini	Tennis court replace		1	\$ 130,000	\$ 130,000	2022	C
PARKS	Valley	Basketball court rebuild		1	\$ 44,039	\$ 44,039	2022	C
PARKS	Maint	Overhead doors	2002	5	\$ 10,000	\$ 50,000	2022	C
PARKS	Maint	Roof	2002	1	\$ 80,000	\$ 80,000	2022	C
PARKS	Maint	Fuel pumps	2002	2	\$ 20,000	\$ 40,000	2022	C
PARKS	Maint	Underground fuel tank	2002	2	\$ 40,000	\$ 80,000	2022	C
PARKS	Evergreen	Tennis court replace		1	\$ 85,000	\$ 85,000	2022	C
PARKS	Olmstead	Tennis court replace		1	\$ 85,000	\$ 85,000	2022	C
PARKS	Blackbear	Playground replace		1	\$ 103,000	\$ 103,000	2022	C&A
PARKS	Cipri	Playground replace		1	\$ 103,000	\$ 103,000	2022	C&A
PSSWC	Massage Room East	Floors Replace	2010	1	\$ 5,000	\$ 5,000	2022	O
PSSWC	Massage West	Carpet Replace	2010	1	\$ 5,000	\$ 5,000	2022	O
PSSWC	1st Floor Heat/AC	Comp AH-2	2002	1	\$ 25,000	\$ 25,000	2022	C
PSSWC	Fitness	Fitness equipment		5	\$ 5,000	\$ 25,000	2022	O
SEA	Maint	Roll up doors	2000	2	\$ 8,500	\$ 17,000	2022	C
SEA	Concessions	Concession picnic table	2000	7	\$ 2,500	\$ 17,500	2022	O
TC	Dance Room	Flooring Resurface	2014	2	\$ 500	\$ 1,000	2022	O
TC	Gym	Flooring Resurface	2014	2	\$ 4,000	\$ 8,000	2022	C
TC	Ice	Dehumidification Unit	2014	2	\$ 20,500	\$ 41,000	2022	C

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

TC	Ice	Dehumidification Unit	2014	2	\$ 60,000	\$ 120,000	2022	C
TC/WRC	Fitness	Fitness equipment		2	\$ 5,000	\$ 10,000	2022	O
WRC	Upper Level	Carpeting	2014	1	\$ 15,000	\$ 15,000	2022	O
VOG	Barn	1st floor - Comp AH-1	2002	1	\$ 20,000	\$ 20,000	2022	C
VOG	Barn	2nd floor - Unit AH-1	2002	1	\$ 25,000	\$ 25,000	2022	C
ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2023	O
BPC	Maint	Cleanup Aerification	1900	1	\$ 6,000	\$ 6,000	2023	C
BPC	Maint	7200 Zero Turn	2007	1	\$ 18,000	\$ 18,000	2023	C
BPC	Maint	YM 336	1900	1	\$ 20,000	\$ 20,000	2023	C
PARKS	Equipment	213 Toro snow blower	2013	1	\$ 465	\$ 465	2023	O
PARKS	Equipment	460 Honda water pump	2013	1	\$ 515	\$ 515	2023	O
PARKS	Equipment	910 Bradco trencher	2003	1	\$ 3,820	\$ 3,820	2023	O
PARKS	Equipment	903 Alitec stump grinder	2003	1	\$ 4,490	\$ 4,490	2023	O
PARKS	Courts	Crackfill		1	\$ 8,088	\$ 8,088	2023	C
PARKS	Equipment	426 Kifco water reel	2003	1	\$ 9,270	\$ 9,270	2023	C
PARKS	Equipment	706 Sulair air compressor	2003	1	\$ 10,920	\$ 10,920	2023	C
PARKS	Equipment	425 Genie boom lift	2003	1	\$ 13,475	\$ 13,475	2023	C
PARKS	Parking Lots	Crackfill		1	\$ 15,000	\$ 15,000	2023	C
PARKS	Hunter's Ridge	Path repair		1	\$ 24,272	\$ 24,272	2023	C&A
PARKS	Vehicle	523 Chevy 2500 crew cab	2003	1	\$ 25,850	\$ 25,850	2023	C
PARKS	Vehicle	528 Chevy 2500 crew cab	2003	1	\$ 25,850	\$ 25,850	2023	C
PARKS	Vehicle	524 Ford F350 dump truck	2003	1	\$ 39,295	\$ 39,295	2023	C
PARKS	Vehicle	510 Frightline bus	2003	1	\$ 84,202	\$ 84,202	2023	C
PARKS	Victoria	Tennis court replace		1	\$ 85,000	\$ 85,000	2023	C
PARKS	Charlemagne	Playground replace		1	\$ 100,000	\$ 100,000	2023	C&A
PARKS	Equipment	542 International plotter	2013	1	\$ 118,450	\$ 118,450	2023	C
PARKS	Sycamore	Playground replace		1	\$ 150,000	\$ 150,000	2023	C&A
PARKS	Canterbury Fields	Playground replace		1	\$ 175,000	\$ 175,000	2023	C&A
PARKS	Blackbear	Path repair		1	\$ 72,131	\$ 72,131	2023	C&A
PSSWC	Fitness	Fitness Equipment		5	\$ 5,000	\$ 25,000	2023	C
SEA	Maint	Fencing replace	2000	1	\$ 49,000	\$ 49,000	2023	C
SEA	Playground	Playground replace		1	\$ 135,000	\$ 135,000	2023	C&A
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2023	C
VOG	House	Basement floor paint		1	\$ 3,000	\$ 3,000	2023	O
VOG	House	Fire suppression system	2003	1	\$ 5,000	\$ 5,000	2023	C
VOG	House	Security alarm system	2003	1	\$ 5,000	\$ 5,000	2023	C
VOG	House	Exterior painting	2003	1	\$ 7,500	\$ 7,500	2023	C
VOG	House	Flat roof	2003	1	\$ 7,500	\$ 7,500	2023	C
VOG	House	Shingle roof	2003	1	\$ 15,000	\$ 15,000	2023	C
VOG	Barn	Exterior painting	2003	1	\$ 40,000	\$ 40,000	2023	C
VOG	Barn	Shingle roof	2003	1	\$ 70,000	\$ 70,000	2023	C
WRC	Tennis Court	Replace tennis court		1	\$ 85,000	\$ 85,000	2023	C
ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2024	O
BPC	Maint	Blower	2004	1	\$ 5,000	\$ 5,000	2024	C
BPC	Kitchen, Main	Line Cooler	2009	1	\$ 5,000	\$ 5,000	2024	C
BPC	Maint	GroundsMaster	2009	1	\$ 60,000	\$ 60,000	2024	C
BPC	Golf course	Bunker renovation		1	\$ 450,000	\$ 450,000	2024	C
PARKS	Equipment	834 Classic trailer	1994	1	\$ 4,490	\$ 4,490	2024	O
PARKS	Courts	Crackfill		1	\$ 7,925	\$ 7,925	2024	C
PARKS	Equipment	915 Bobcat auger	1994	1	\$ 9,270	\$ 9,270	2024	C
PARKS	Parking Lots	Patch		1	\$ 15,000	\$ 15,000	2024	C
PARKS	Cannon	Tennis court replace		1	\$ 42,000	\$ 42,000	2024	C
PARKS	Walnut Pond	Path Repair		1	\$ 42,753	\$ 42,753	2024	C&A
PARKS	Victoria N.	Path Repair		1	\$ 47,365	\$ 47,365	2024	C&A
PARKS	Olmstead	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A
PARKS	Sundance	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A
PARKS	Fairview	Playground Replace		1	\$ 150,000	\$ 150,000	2024	C&A

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

PARKS	Bode-Salem	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A
PSSWC	Fitness	Fitness Equipment		5	\$ 5,000	\$ 25,000	2024	C
PSSWC	Maint	Elevator	2000	1	\$ 50,000	\$ 50,000	2024	C
TC	Server Room	Comp CU-IT	2004	1	\$ 1,800	\$ 1,800	2024	O
TC	Server Room	Unit CU-IT	2004	1	\$ 1,800	\$ 1,800	2024	O
TC	Whirlpool	Comp CU-14	2004	1	\$ 2,800	\$ 2,800	2024	O
TC	Whirlpool	Unit CU-14	2004	1	\$ 2,800	\$ 2,800	2024	O
TC	Aerobics Room	Comp RTU-2	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Aerobics Room	Unit RTU-2	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Lower Level North	Comp RTU-13	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Lower Level North	Unit RTU-13	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Office Exterior	Comp RTU-6	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Office Exterior	Unit RTU-6	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Wolves Upper Level	Comp RTU-8	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Wolves Upper Level	Unit RTU-8	2004	1	\$ 4,500	\$ 4,500	2024	O
TC	Lobby Lower Level	Comp RTU-10	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Lobby Lower Level	Unit RTU-10	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Lockerrooms	Comp RTU-3	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Lockerrooms	Unit RTU-3	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Upper Level North	Comp RTU-12	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Upper Level North	Unit RTU-12	2004	1	\$ 5,500	\$ 5,500	2024	C
TC	Lobby Upper Level	Comp RTU-11	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Lobby Upper Level	Unit RTU-11	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Office Interior	Comp RTU-7	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Office Interior	Unit RTU-7	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Wolves Lower Level	Comp RTU-9	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Wolves Lower Level	Unit RTU-9	2004	1	\$ 20,000	\$ 20,000	2024	C
TC	Fitness Center	Comp RTU-1	2004	1	\$ 25,000	\$ 25,000	2024	C
TC	Fitness Center	Unit RTU-1	2004	1	\$ 25,000	\$ 25,000	2024	C
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2024	C
VOG	Barn	Elevator	2000	1	\$ 25,000	\$ 25,000	2024	C
WRC	Facility Interior (Main	Flooring Carpet & Tile	2013	1	\$ 10,000	\$ 10,000	2024	C
WRC	Maint	Elevator	2000	1	\$ 50,000	\$ 50,000	2024	C
ADMIN	Desks	Annual Desktop Replacement		10	\$ 800	\$ 8,000	2025	O
BPC	Maint	JR Sod Cutter	1998	1	\$ 5,000	\$ 5,000	2025	C
BPC	Maint	Brush Mower	1900	1	\$ 7,500	\$ 7,500	2025	C
BPC	Kitchen, Upstairs	Coolers	1900	2	\$ 4,500	\$ 9,000	2025	C
BPC	Maint	VertiDrain 7316	2008	1	\$ 20,000	\$ 20,000	2025	C
BPC	Maint	Comp RTU-5	2005	1	\$ 20,000	\$ 20,000	2025	C
BPC	Maint	JD 1070	1990	1	\$ 25,000	\$ 25,000	2025	C
BPC	Maint	Greens	2008	1	\$ 30,000	\$ 30,000	2025	C
BPC	Maint	Greens Master 3150	2008	1	\$ 30,000	\$ 30,000	2025	C
BPC	Maint	Skid Steer 873	1995	1	\$ 30,000	\$ 30,000	2025	C
BPC	Maint	Grinding	1998	1	\$ 35,000	\$ 35,000	2025	C
PARKS	Equipment	401 Ball field trailer	1995	1	\$ 4,500	\$ 4,500	2025	O
PARKS	Equipment	457 1ST Products see	2005	1	\$ 7,300	\$ 7,300	2025	C
PARKS	Equipment	203 Water reel	1995	1	\$ 7,520	\$ 7,520	2025	C
PARKS	Vehicle	520 Dodge dakota pic	2005	1	\$ 19,650	\$ 19,650	2025	C
PARKS	Canterbury Fields	Path Repair		1	\$ 33,966	\$ 33,966	2025	C&A
PARKS	Vehicle	491 Ford F150 4x4	2015	1	\$ 36,050	\$ 36,050	2025	C
PARKS	Vehicle	475 Ford F250 w/plov	2015	1	\$ 36,050	\$ 36,050	2025	C
PARKS	Beacon Pt Wetlands	Path repair		1	\$ 79,920	\$ 79,920	2025	C&A
PARKS	Cannon	Playground Replace		1	\$ 175,000	\$ 175,000	2025	C&A
PSSWC	Laundry Room	Dryer	2005	3	\$ 4,000	\$ 12,000	2025	C
PSSWC	Laundry Room	Washer	2010	3	\$ 4,000	\$ 12,000	2025	O
PSSWC	Cimbing Wall	Panel replacement	2000	10	\$ 2,000	\$ 20,000	2025	C
PSSWC	Fitness	Fitness equipment		5	\$ 5,000	\$ 25,000	2025	O

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

PSSWC	Family Changing Room	Tile Floors	2000	1	\$ 40,000	\$ 40,000	2025	C
PSSWC	Family Changing Room	Walls Repaint	2000	4	\$ 10,000	\$ 40,000	2025	C
PSSWC	Inddor track	Track replace	2000	1	\$ 120,000	\$ 120,000	2025	C
SEA	Manager's Office	Doors	1995	1	\$ 2,000	\$ 2,000	2025	C
SEA	Guard Lounge	Lockers	1995	1	\$ 2,500	\$ 2,500	2025	O
SEA	Maint	Exit turn style	2000	1	\$ 5,500	\$ 5,500	2025	C
SEA	Restroom	Sinks / Faucets	1995	6	\$ 1,000	\$ 6,000	2025	O
SEA	Maint	Sump pump	2015	1	\$ 8,500	\$ 8,500	2025	C
SEA	Mechanical Closet	Doors	1995	9	\$ 2,000	\$ 18,000	2025	O
SEA	Ceilings	Paint	1995	7	\$ 3,000	\$ 21,000	2025	C
SEA	Maint	Sled hill fencing	2005	1	\$ 37,500	\$ 37,500	2025	C
SEA	Pool	Underwater pool ligh	2015	8	\$ 11,000	\$ 88,000	2025	C
SEA	Maint	Perimeter fencing	2000	1	\$ 105,000	\$ 105,000	2025	C
TC	Room 105 Child Care	Sink	2005	1	\$ 300	\$ 300	2025	O
TC	Kitchen	Plumbing / Sink	2005	1	\$ 400	\$ 400	2025	O
TC	Break room	Walls	2005	1	\$ 500	\$ 500	2025	O
TC	Board Room	Walls	2005	1	\$ 1,000	\$ 1,000	2025	O
TC	Break room	Counters & Cabinets	2005	1	\$ 1,000	\$ 1,000	2025	O
TC	Custodial Room	Doors	2005	1	\$ 1,250	\$ 1,250	2025	O
TC	Locker Room Men's	Doors	2005	1	\$ 1,250	\$ 1,250	2025	O
TC	Locker Room Womens	Doors	2005	1	\$ 1,250	\$ 1,250	2025	O
TC	PS Rooms 102, 103, 104	Restroom Toilet / Sin	2005	5	\$ 250	\$ 1,250	2025	O
TC	Restroom Mens	Doors	2005	1	\$ 1,250	\$ 1,250	2025	O
TC	Restroom Women Gen	Doors	2005	1	\$ 1,250	\$ 1,250	2025	O
TC	Locker Room Men's	Dryers	2005	3	\$ 500	\$ 1,500	2025	O
TC	Locker Room Womens	Dryers	2005	3	\$ 500	\$ 1,500	2025	O
TC	Restrooms	Plumbing, Precelin, Si	2005	2	\$ 750	\$ 1,500	2025	O
TC	Gym	Goal Padding	2012	2	\$ 800	\$ 1,600	2025	O
TC	Locker Room Men's	Mirrors	2005	3	\$ 600	\$ 1,800	2025	O
TC	Locker Room Womens	Mirrors	2005	3	\$ 600	\$ 1,800	2025	O
TC	Board Room	Carpet	2005	1	\$ 2,000	\$ 2,000	2025	O
TC	Break room	Flooring	2005	1	\$ 2,000	\$ 2,000	2025	O
TC	Locker Room Men's	Benches	2005	4	\$ 500	\$ 2,000	2025	O
TC	Pro Shop	Walls	2005	1	\$ 2,000	\$ 2,000	2025	O
TC	Room 105 Child Care	Walls Paint	2005	1	\$ 2,000	\$ 2,000	2025	O
TC	Room 106 Child Care	Walls Paint	2005	1	\$ 2,000	\$ 2,000	2025	O
TC	Locker Room Men's	Shower Fixtures	2005	7	\$ 300	\$ 2,100	2025	O
TC	Locker Room Womens	Shower Fixtures	2005	7	\$ 300	\$ 2,100	2025	O
TC	Board Room	Doors	2005	2	\$ 1,250	\$ 2,500	2025	O
TC	Room 105 Child Care	Doors	2005	2	\$ 1,250	\$ 2,500	2025	O
TC	Room 106 Child Care	Doors	2005	2	\$ 1,250	\$ 2,500	2025	O
TC	Running Track	Door		2	\$ 1,250	\$ 2,500	2025	O
TC	Ice	Scoreboards	2005	4	\$ 750	\$ 3,000	2025	O
TC	Ice	Sound System	2005	2	\$ 1,500	\$ 3,000	2025	O
TC	PS Rooms 102, 103, 104	Carpet	2012	1	\$ 3,000	\$ 3,000	2025	O
TC	PS Rooms 102, 103, 104	Floor Tile	2005	1	\$ 3,000	\$ 3,000	2025	O
TC	PS Rooms 102, 103, 104	Walls Paint	2005	2	\$ 1,500	\$ 3,000	2025	O
TC	Restroom Mens	Countertops	2005	1	\$ 3,000	\$ 3,000	2025	O
TC	Restroom Mens	Sinks, Faucets, Toilets	2005	6	\$ 500	\$ 3,000	2025	O
TC	Restroom Women Gen	Countertops	2005	1	\$ 3,000	\$ 3,000	2025	O
TC	Whirlpool/Sauna	Doors (into Locker Ro	2005	2	\$ 1,500	\$ 3,000	2025	O
TC	Restroom Womens	Partitions	2005	3	\$ 1,333	\$ 3,999	2025	O
TC	Dance Room	Sound System	2005	1	\$ 4,000	\$ 4,000	2025	O
TC	PS Rooms 102, 103, 104	Restroom Floor	2005	1	\$ 4,000	\$ 4,000	2025	O
TC	Room 105 Child Care	Flooring, Tile	2005	1	\$ 4,000	\$ 4,000	2025	O
TC	Room 106 Child Care	Flooring, Tile	2005	1	\$ 4,000	\$ 4,000	2025	O
TC	Restroom Women Gen	Sinks, Faucets, Toilets	2005	12	\$ 416	\$ 4,992	2025	O

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

TC	Admin/Registration Area	Walls	2015	1	\$ 5,000	\$ 5,000	2025	C
TC	Board Room	Closets	2005	4	\$ 1,250	\$ 5,000	2025	O
TC	Gym	Scoreboard	2000	2	\$ 2,500	\$ 5,000	2025	C
TC	Locker Room Men's	Countertops	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Locker Room Men's	Walls Paint	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Locker Room Womens	Countertops	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Locker Room Womens	Walls Paint	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Pro Shop	Flooring	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	PS Rooms 102, 103, 104	Cabinets	2005	5	\$ 1,000	\$ 5,000	2025	C
TC	PS Rooms 102, 103, 104	Counters	2005	5	\$ 1,000	\$ 5,000	2025	C
TC	PS Rooms 102, 103, 104	Doors	2005	4	\$ 1,250	\$ 5,000	2025	O
TC	Restroom Mens	Partitions	2005	1	\$ 5,000	\$ 5,000	2025	O
TC	Restroom Mens	Partitions	2005	2	\$ 2,500	\$ 5,000	2025	O
TC	Restroom Mens	Sinks, Toilets, Mirrors	2005	8	\$ 625	\$ 5,000	2025	O
TC	Restroom Womens	Sinks, Toilets, Mirrors	2005	8	\$ 625	\$ 5,000	2025	O
TC	Room 105 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Room 106 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	Room 106 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C
TC	SPA/WHIRLPOOL	HOT WATER HEATERS	2005	2	\$ 2,500	\$ 5,000	2025	O
TC	Admin/Registration Area	Counters, Cabinets	2005	2	\$ 3,000	\$ 6,000	2025	C
TC	Admin/Registration Area	Tile	2005	1	\$ 6,000	\$ 6,000	2025	C
TC	Locker Room Men's	Partitions	2005	1	\$ 6,000	\$ 6,000	2025	C
TC	Locker Room Womens	Partitions	2005	1	\$ 6,000	\$ 6,000	2025	C
TC	Dance Room	Doors	2005	5	\$ 1,250	\$ 6,250	2025	C
TC	Fitness Center Room 1	Doors	2005	5	\$ 1,250	\$ 6,250	2025	C
TC	Dance Room	Mirrors	2005	6	\$ 1,200	\$ 7,200	2025	C
TC	Fitness Center Room 1	Flooring Carpet	2005	1	\$ 8,000	\$ 8,000	2025	C
TC	Fitness Center Room 1	Flooring Weight Room	2005	1	\$ 8,000	\$ 8,000	2025	C
TC	Hallways/Common Area	Walls Paint	2005	1	\$ 8,000	\$ 8,000	2025	O
TC	Restroom Women Gen	Partitions	2005	1	\$ 8,000	\$ 8,000	2025	O
TC	Whirlpool/Sauna	Sauna Heater	2012	1	\$ 8,000	\$ 8,000	2025	C
TC	Fitness Center Room 1	Mirrors	2005	6	\$ 1,500	\$ 9,000	2025	C
TC	Fitness Center Room 1	Walls Paint	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Gym	Bleachers	2012	2	\$ 5,000	\$ 10,000	2025	C
TC	Gym	Curtain	2013	1	\$ 10,000	\$ 10,000	2025	C
TC	Lobby Main/Reception	Counters	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	PS Rooms 102, 103, 104	Carpet	2005	2	\$ 5,000	\$ 10,000	2025	C
TC	Restroom Mens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Restroom Mens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Restroom Women Gen	Floor	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Restroom Womens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Running Track	Walls & Railing Paint		1	\$ 10,000	\$ 10,000	2025	C
TC	Whirlpool/Sauna	Sauna Room Wood	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Whirlpool/Sauna	Tile Floor	2005	1	\$ 10,000	\$ 10,000	2025	C
TC	Admin	HEPD - APC Symmetr	2015	1	\$ 11,000	\$ 11,000	2025	O
TC	Gym	Basketball Standards	2000	6	\$ 2,000	\$ 12,000	2025	C
TC	Stairwells Track (2)	Paint, replace rubber steps		2	\$ 6,000	\$ 12,000	2025	C
TC	Admin/Registration Area	Carpet	2015	1	\$ 15,000	\$ 15,000	2025	C
TC	Hallways/Common Area	Railing	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Restroom Mens	Walls	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Restroom Womens	Walls	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Whirlpool/Sauna	Retile	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Maint	Fire suppression syste	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Maint	Pond railing	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Maint	Secruity alarm system	2005	1	\$ 15,000	\$ 15,000	2025	C
TC	Lobby North	Doors Main	2005	8	\$ 2,000	\$ 16,000	2025	C
TC	Dance Room	Mirrors	2005	12	\$ 1,500	\$ 18,000	2025	C

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

TC	Admin/Registration Ar	Cubicles	2015	3	\$ 6,333	\$ 18,999	2025	C
TC	Fitness Center Room	Fountains	2005	5	\$ 4,000	\$ 20,000	2025	C
TC	Hallways/Common Ar	Tile	2005	1	\$ 20,000	\$ 20,000	2025	C
TC	Admin/Registration Ar	Doors	2005	19	\$ 1,250	\$ 23,750	2025	C
TC	Hallways/Common Ar	Carpet	2005	1	\$ 30,000	\$ 30,000	2025	C
TC	Locker Room Men's	Ceramic Tile Floor	2005	1	\$ 30,000	\$ 30,000	2025	C
TC	Locker Room Women's	Ceramic Tile Floor	2005	1	\$ 30,000	\$ 30,000	2025	C
TC	Maint	Exterior wood fencing	2005	1	\$ 30,000	\$ 30,000	2025	C
TC	Lobby Main/Receptor	Floor Tile	2005	1	\$ 35,000	\$ 35,000	2025	C
TC	Locker Room Men's	Lockers	2005	1	\$ 35,000	\$ 35,000	2025	C
TC	Locker Room Women's	Lockers	2005	1	\$ 35,000	\$ 35,000	2025	C
TC	Running Track	Flooring		1	\$ 60,000	\$ 60,000	2025	C
TC	Maint	Exterior building pain	2005	1	\$ 60,000	\$ 60,000	2025	C
TC	Maint	Domestic hot water h	2005	2	\$ 35,000	\$ 70,000	2025	C
TC	Doors Interior	Replace		65	\$ 1,200	\$ 78,000	2025	C
TC	Admin	Shoretel VOIP Phone	2015	1	\$ 99,000	\$ 99,000	2025	O
TC	Ice	Sports Floor	2005	1	\$ 100,000	\$ 100,000	2025	O
TC	Maint	Exterior metal fencing	2005	1	\$ 100,000	\$ 100,000	2025	C
TC	ADMIN/ICE	Hot water heaters	2005	4	\$ 30,000	\$ 120,000	2025	C
TC	Lobby Main/Receptor	Doors	2005	12	\$ 13,333	\$ 159,996	2025	C
TC	Maint	Flat roof (2)	2005	2	\$ 112,500	\$ 225,000	2025	C
TC/WRC	Fitness	Fitness equipment		2	\$ 5,000	\$ 10,000	2025	O
VOG	House	Rec Area Light		5	\$ 200	\$ 1,000	2025	O
VOG	Barn	Kitchen Cabinets	2003	3	\$ 1,000	\$ 3,000	2025	O
VOG	House	Lower level flooring	2016	6	\$ 500	\$ 3,000	2025	O
VOG	House	Replace lighting	2003	30	\$ 150	\$ 4,500	2025	O
VOG	House	Upper level floors	2016	3	\$ 1,500	\$ 4,500	2025	O
VOG	House	Front Porch		1	\$ 5,000	\$ 5,000	2025	C
VOG	House	Upper level doors/wi	2003	6	\$ 1,000	\$ 6,000	2025	O
VOG	House	Lower level doors		7	\$ 1,200	\$ 8,400	2025	O
VOG	Barn	Teen Center Doors	2003	6	\$ 1,500	\$ 9,000	2025	C
VOG	Barn	Replace lighting	2003	50	\$ 200	\$ 10,000	2025	C
VOG	Barn	Upper level doors	2003	9	\$ 1,200	\$ 10,800	2025	C
WRC	Preschool	Counters	1981	1	\$ 500	\$ 500	2025	O
WRC	Tot Room	Sink	2003	1	\$ 500	\$ 500	2025	O
WRC	Facility All Interior	Cabinets	2003	1	\$ 5,000	\$ 5,000	2025	C
WRC	Racq Ct 1 Upper North	Emergency Doors	2003	2	\$ 2,500	\$ 5,000	2025	O
WRC	Hallway Main Lower L	Emergency Exit Doors	1981	2	\$ 2,500	\$ 5,000	2025	O
WRC	Gym Mini	Emergency Exit Doors	2003	3	\$ 2,500	\$ 7,500	2025	O
WRC	Facility Interior (Main	Closet Doors	2003	8	\$ 1,250	\$ 10,000	2025	O
WRC	Gym	Emergency Exit Doors	2003	4	\$ 2,500	\$ 10,000	2025	O
WRC	Maint	Domestic hot water h	2000	1	\$ 11,000	\$ 11,000	2025	C
WRC	Maint	Exterior building pain	2000	1	\$ 20,000	\$ 20,000	2025	C
WRC	Maint	Exterior metal fascia	1981	1	\$ 30,000	\$ 30,000	2025	C
WRC	Facility Interior	Doors	2013	25	\$ 1,250	\$ 31,250	2025	O
WRC	Maint	Roof	2005	1	\$ 95,000	\$ 95,000	2025	C
BPC	Maint	Toro Pro Core 660	2006	1	\$ 15,000	\$ 15,000	2026	C
BPC	Maint	Grinding	2001	1	\$ 20,000	\$ 20,000	2026	C
BPC	Maint	Comp RTU-2	2006	1	\$ 20,000	\$ 20,000	2026	C
BPC	Maint	Unit RTU-2	2006	1	\$ 20,000	\$ 20,000	2026	C
PARKS	Equipment	321 Bluebird slit seed	2006	1	\$ 1,735	\$ 1,735	2026	O
PARKS	Equipment	924 Ryan sod cutter	2006	1	\$ 3,255	\$ 3,255	2026	O
PARKS	Equipment	911 Redi-hauler traile	1996	1	\$ 5,165	\$ 5,165	2026	C
PARKS	Equipment	705 Bradco brush cut	2006	1	\$ 6,180	\$ 6,180	2026	C
PARKS	Vehicle	485 Ford explorer	2016	1	\$ 36,050	\$ 36,050	2026	C
PARKS	Brittany	Playground replace		1	\$ 100,000	\$ 100,000	2026	C&A
PARKS	Lincoln	Playground replace		1	\$ 100,000	\$ 100,000	2026	C&A

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

SEA	Pool	Tube slide drop slides	2000	2	\$ 15,000	\$ 30,000	2026	C
SEA	Pool	Body slide	2000	1	\$ 50,000	\$ 50,000	2026	C
BPC	Maint	Ditch Witch 2300	1979	1	\$ 15,000	\$ 15,000	2027	C
BPC	Maint	Toro Mult-Pro 5800 S	2012	1	\$ 40,000	\$ 40,000	2027	C
PARKS	Equipment	643 Honda generator	2007	1	\$ 2,060	\$ 2,060	2027	O
PARKS	Equipment	540 Big tex trailer	2007	1	\$ 5,150	\$ 5,150	2027	C
PARKS	Equipment	204 Water reel	1997	1	\$ 7,520	\$ 7,520	2027	C
PARKS	Vehicle	516 Dodge dakota pic	2007	1	\$ 20,600	\$ 20,600	2027	C
PARKS	Vehicle	453 Ford explorer	2007	1	\$ 32,000	\$ 32,000	2027	C
PARKS	Canterbury Fields	Playground replace		1	\$ 175,000	\$ 175,000	2027	C&A
TC	Senior Ctr/East Hall	Unit CU-2	2009	1	\$ 25,000	\$ 25,000	2027	C
TC	North	Hot water heaters	2007	1	\$ 50,000	\$ 50,000	2027	C
WRC	Server Room	Comp ACCU-1	2007	1	\$ 1,800	\$ 1,800	2027	O
WRC	Dance/Aerobics	Unit RTU-2	2007	1	\$ 5,500	\$ 5,500	2027	C
WRC	Fitness Center	Unit RTU-5	2007	1	\$ 5,500	\$ 5,500	2027	C
WRC	Game/Teen Room	Unit RTU-4	2007	1	\$ 5,500	\$ 5,500	2027	C
WRC	Meeting Room	Unit RTU-3	2007	1	\$ 5,500	\$ 5,500	2027	C
WRC	Server Room	Unit ACCU-1	2007	1	\$ 18,002	\$ 18,002	2027	C
WRC	Classrooms	Unit MULTI	2007	1	\$ 100,000	\$ 100,000	2027	C
BPC	Maint	Unit RTU-1	2008	1	\$ 4,500	\$ 4,500	2028	O
BPC	Kitchen, Upstairs	Convection Oven	1900	1	\$ 6,500	\$ 6,500	2028	C
BPC	Maint	Unit RTU-4	2008	1	\$ 25,000	\$ 25,000	2028	C
BPC	Maint	Reel Master 5210	2013	1	\$ 50,000	\$ 50,000	2028	C
BPC	Maint	Reel Master 5210	2013	1	\$ 50,000	\$ 50,000	2028	C
PARKS	Victoria	Bridge	1998	1	\$ 25,000	\$ 25,000	2028	C
PARKS	Equipment	641 Morbark chipper	2008	1	\$ 40,685	\$ 40,685	2028	C
PARKS	Equipment	591 New holland bac	2013	1	\$ 92,700	\$ 92,700	2028	C
WRC	Maint	Comp RTU-1	2008	1	\$ 4,500	\$ 4,500	2028	O
WRC	Maint	Comp RTU-4	2008	1	\$ 25,000	\$ 25,000	2028	C
BPC	Maint	Greens Roller 1240	2014	1	\$ 10,500	\$ 10,500	2029	C
BPC	Kitchen, Upstairs	Coolers	1900	3	\$ 4,500	\$ 13,500	2029	O
BPC	2nd Floor Ballroom	Comp RTU-7	2009	1	\$ 25,000	\$ 25,000	2029	C
BPC	2nd Floor Ballroom	Unit RTU-7	2009	1	\$ 25,000	\$ 25,000	2029	C
BPC	Maint	Groundsmaster	2014	1	\$ 72,000	\$ 72,000	2029	C
Maint	Vehicle	522 FORD PICK-UP 25	2009	1	\$ 30,900	\$ 30,900	2029	C
Maint	Equipment	575 TORO 4100 MOW	2014	1	\$ 61,800	\$ 61,800	2029	C
TC	Ice	Oil Separators	2004	3	\$ 1,666	\$ 4,998	2029	O
TC	Senior Ctr/East Hall	Comp CU-2	2009	1	\$ 18,000	\$ 18,000	2029	C
TC	Classrooms/West Hall	Comp CU-1	2009	1	\$ 20,000	\$ 20,000	2029	C
TC	Classrooms/West Hall	Unit CU-1	2009	1	\$ 20,000	\$ 20,000	2029	C
TC	Maint	Comp RTU-6	2009	1	\$ 25,000	\$ 25,000	2029	C
TC	Gym North	Comp RTU-3	2009	1	\$ 40,000	\$ 40,000	2029	C
TC	Gym North	Unit RTU-3	2009	1	\$ 40,000	\$ 40,000	2029	C
TC	Gym South	Comp RTU-4	2009	1	\$ 40,000	\$ 40,000	2029	C
TC	Gym SOut	Unit RTU-4	2009	1	\$ 40,000	\$ 40,000	2029	C
TC	Ice	Vilter 456XL Compres	2004	3	\$ 16,666	\$ 49,998	2029	C
BPC	Cart Barn Area	Over Head Door	1900	1	\$ 5,000	\$ 5,000	2030	C
BPC	Pro Shop	Carpet	2010	1	\$ 10,000	\$ 10,000	2030	C
BPC	2nd Floor Restrooms	Comp RTU-9	2010	1	\$ 20,000	\$ 20,000	2030	C
BPC	Maint	Equipment Lift	2002	1	\$ 20,000	\$ 20,000	2030	C
BPC	2nd Floor Restrooms	Unit RTU-9	2010	1	\$ 20,000	\$ 20,000	2030	C
BPC	Maint	Procore 648	2010	1	\$ 25,000	\$ 25,000	2030	C
BPC	Lobby	Unit RTU-2	2000	1	\$ 35,000	\$ 35,000	2030	C
BPC	Maint	Roof flat	2010	1	\$ 50,000	\$ 50,000	2030	C
BPC	Maint	Roof shingle	2010	1	\$ 75,000	\$ 75,000	2030	C
PARKS	Equipment	544 Belshe trailer	1990	1	\$ 10,000	\$ 10,000	2030	C
PARKS	Equipment	892 Smithco supersta	2010	1	\$ 15,500	\$ 15,500	2030	C

**COMPREHENSIVE ASSET MANAGEMENT PLAN (CAMP)**

PARKS	Vehicle	538 Ford F250 4x4 w/	2011	1	\$ 25,750	\$ 25,750	2030	C
PARKS	Vehicle	593 Toro workman	2010	1	\$ 25,750	\$ 25,750	2030	C
PARKS	Equipment	592 Ford tractor w/b	1990	1	\$ 47,150	\$ 47,150	2030	C
PARKS	Vehicle	534 Ford entourage b	2010	1	\$ 80,580	\$ 80,580	2030	C
PSSWC	Lockerrooms	Comp RTU-4	2000	1	\$ 5,000	\$ 5,000	2030	C
PSSWC	Whirlpool	Whirlpool water heat	2010	1	\$ 5,000	\$ 5,000	2030	C
PSSWC	Maint	Fire suppression syste	2000	1	\$ 15,000	\$ 15,000	2030	C
PSSWC	Maint	Security alarm system	2000	1	\$ 15,000	\$ 15,000	2030	C
PSSWC	Pool	Pool water heaters (3	2010	2	\$ 8,000	\$ 16,000	2030	C
PSSWC	Tennis Courts	Comp RTU-3	2000	1	\$ 25,000	\$ 25,000	2030	C
PSSWC	Gym	Unit RTU-1	2000	1	\$ 35,000	\$ 35,000	2030	C
SEA	Pool	Pool sand filter tanks	2000	2	\$ 60,000	\$ 120,000	2030	C
BPC	Bar & Grill	Beer Coolers	2011	2	\$ 4,000	\$ 8,000	2031	O
VOG	House	A/C units	2016	2	\$ 2,500	\$ 5,000	2031	O
BPC	Bar & Grill	Carpet	2011	1	\$ 10,000	\$ 10,000	2031	C
BPC	Entryway & Hallway	Carpet	2011	1	\$ 15,000	\$ 15,000	2031	C
BPC	Fairway Room	Carpet	2011	1	\$ 20,000	\$ 20,000	2031	C
BPC	2nd Floor Ballroom	Comp RTU-8	2011	1	\$ 25,000	\$ 25,000	2031	C
BPC	Event Area	Turf	2011	1	\$ 45,000	\$ 45,000	2031	C
PARKS	Equipment	724 Combo plane	1991	1	\$ 11,230	\$ 11,230	2031	C
PARKS	Vehicle	505 Ford F350 Dump	2011	1	\$ 34,615	\$ 34,615	2031	C
PSSWC	Pool	Pool filter tanks	2016	2	\$ 62,500	\$ 125,000	2031	C
VOG	House	Furnaces (2)	2016	2	\$ 4,000	\$ 8,000	2031	C
PARKS	Maint	Fire suppression syste	2002	1	\$ 15,000	\$ 15,000	2032	C
PARKS	Maint	Security alarm system	2002	1	\$ 15,000	\$ 15,000	2032	C
PARKS	Maint	Comp RTU-3	2012	1	\$ 20,000	\$ 20,000	2032	C
PARKS	Maint	Unit RTU-3	2012	1	\$ 20,000	\$ 20,000	2032	C
PSSWC	Lap Pool	Walls Repaint	2000	4	\$ 750	\$ 3,000	2032	O
PSSWC	Lap Pool	Pool Crack Repair/Re	2000	1	\$ 5,000	\$ 5,000	2032	O
PSSWC	Pool	Ceiling Repaint	2000	1	\$ 40,000	\$ 40,000	2032	O
PARKS	Equipment	890 John Deere Hydro	2013	1	\$ 20,600	\$ 20,600	2033	C
PARKS	Vehicle	504 Ford F150 4X4	2013	1	\$ 25,750	\$ 25,750	2033	C
PARKS	Vehicle	503 Ford F250 W/Plo	2013	1	\$ 36,050	\$ 36,050	2033	C
PARKS	Equipment	587 Ford Tractor 250	1993	1	\$ 44,908	\$ 44,908	2033	C
PARKS	Equipment	836 Big Tex Trailer	2014	1	\$ 3,915	\$ 3,915	2034	O
PARKS	Equipment	893 7' Unique Rake	1994	1	\$ 6,175	\$ 6,175	2034	C
PARKS	Equipment	835 Imperial Trailer	2014	1	\$ 6,180	\$ 6,180	2034	C
PARKS	Equipment	894 Toro Aerator	1994	1	\$ 6,965	\$ 6,965	2034	C
PARKS	Equipment	470 Ford Tractor 345	1994	1	\$ 50,520	\$ 50,520	2034	C
PSSWC	Maint	Exterior Banner Light	2014	1	\$ 25,000	\$ 25,000	2034	C
TC	Maint	Electronic Programab	2014	1	\$ 800,000	\$ 800,000	2034	C
PARKS	Vehicle	543 Ford F250 W/Plo	2015	1	\$ 30,900	\$ 30,900	2035	C
TC	Maint	Elevator	2005	2	\$ 50,000	\$ 100,000	2035	C
BPC	Main Office	Desks and Work Stations	2011	5	\$ 2,500	\$ 12,500	2036	O
PSSWC	Pool	Unit RTU-10	2016	1	\$ 200,000	\$ 200,000	2036	C
PSSWC	Pool	Unit RTU-9	2016	1	\$ 200,000	\$ 200,000	2036	C
PARKS	Seascape	Fire Sprinklers	2016	2	\$ 50,000	\$ 100,000	2036	C
PARKS	Equipment	722 Kifco Water Reel	2007	1	\$ 10,815	\$ 10,815	2037	C
PARKS	Equipment	446 Tracker Boat	2008	1	\$ 900	\$ 900	2038	O
PARKS	Equipment	447 Boat Motor	2008	1	\$ 3,500	\$ 3,500	2038	O
SEA	Maint	Buidling Roof (3)	2013	3	\$ 30,000	\$ 90,000	2038	C
BPC	Bar & Grill	Tables & Chairs	2010	11	\$ 750	\$ 8,250	2040	O
BPC	Pro Shop	Fixtures	2010	1	\$ 40,000	\$ 40,000	2040	C
PARKS	Shop	Rinsate Station	2010	1	\$ 40,000	\$ 40,000	2040	C
BPC	Event Area	Gazaboo	2011	1	\$ 15,000	\$ 15,000	2041	C
PARKS	Maint	Outdoor Storage Bins	2002	4	\$ 12,500	\$ 50,000	2042	C
TC	Maint	Pond Walls	2005	1	\$ 35,000	\$ 35,000	2045	C



# heparks

making life fun!



## From Our Commissioners

### The Economic Impact of Parks:

Fun is serious business! According to the Illinois Association of Park Districts (IAPD), public parks and recreation is a \$3 billion industry in Illinois alone. Green spaces, recreational programs and family events create positive effects in our community where we work and live, not only with great leisure and health enhancing activities, but also by impacting the health of our local economies, too. That's why at HE Parks, we consider fun to be serious business.

In 2016 HE Parks Employed  
• 729 full time and part time staff  
• \$6.4 million paid in wages



What we do has a great financial impact on our community. In 2016 we employed 729 individuals who live in the Hoffman Estates area and paid them nearly \$6.4 million in wages.

Statewide, Illinois park districts affected the state's economy with nearly \$13 billion dollars in economic activity and more than \$5 billion paid in labor wages (second only to California). Nationally, America's local and regional public park agencies generated nearly \$140 billion in economic activity and supported almost 1 million jobs from operations and capital spending alone in 2013.

In this report, we are proud to present the results of the hard work our staff and volunteers contributed in 2016 to provide you with first-class parks, facilities, programs and services.



### 2016 Commissioners

Mike Bickham  
President

Lili Kilbridge  
Vice President

Robert Kaplan  
Treasurer

Ron Evans  
Assistant Secretary

Patrick Kinnane  
Commissioner

Pat McGinn  
Commissioner

Kaz Mohan  
Commissioner

Dean Bostrom  
Executive Director  
& Secretary

# 2016 Annual Report

heparks.org • 847-885-7500

\* Source Economic Impact Study, National Recreation & Parks Association, nrpa.org

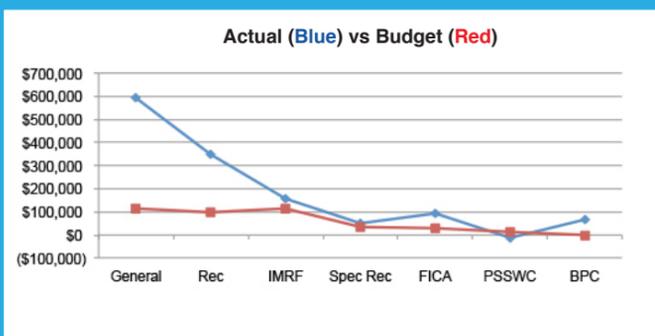
## Financials

# 2016

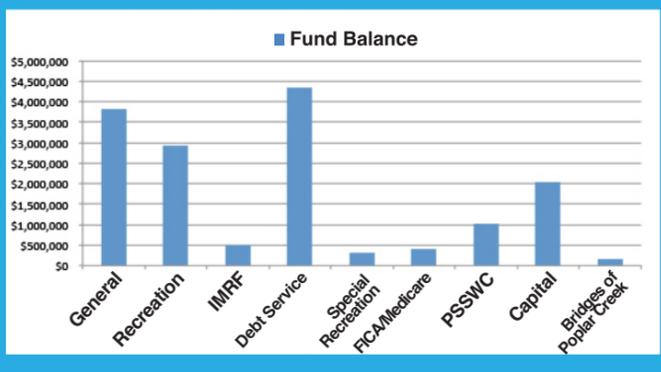
was an excellent year financially for the District. Our operations performed very well, exceeding our budget in almost every area. The General Fund and

Recreation Fund both operated so efficiently that we were able to add one million dollars to our District reserves. These funds will be used for capital projects like the Triphahn Center North side and 50+ Center renovation; a project that will be completed in 2017, for \$1,017,000 without any tax increase to our residents.

2016 Operating Funds (Chart A)



Year-end 2016 Fund Balance (Chart B)



During 2016, we updated our Capital Asset Management Plan (CAMP) which carefully itemizes the District's major assets and plans for timely and affordable maintenance and replacement. This plan included the 2016 projects of: three playground renovations, an aquatic center renovation at PSSWC for \$785,000 and new ice rink chillers and condensers for \$350,000. The District also purchased new accounting software and GIS software in 2016. The new GIS software will be available by year end to allow residents to visually see amenities and attractions at different Park District parks and facilities.

The District continues to carefully manage our financial resources to fund our mission. In 2016 we again received the nationally recognized Governmental Finance Officers Association Award for Excellence in Financial Reporting, a credit to the financial integrity to which we manage the District's finances. Most District programs, classes, and memberships charge user fees that, along with alternative revenue sources, help us generate the majority of our operational revenues. Our operating funds' financial performance is summarized in Chart (A).

Chart (B) details the Park District's reserves by fund which are maintained for different uses under the fund balance reserve policy of the district. All monies are reserved for use within their respective funds to help ensure cash flow, provide for operational and capital projects, and ensure balanced budgets and fiscal responsibility for future years. Our annual financial report is available for review at our District administrative offices and on our website along with all of our other pertinent financial data for the last five years. Just go under our "About HEPD" tab and select "FOIA & Transparency Center".

Government Finance Officers Association (GFOA) Certificate of Achievement for Financial Reporting

The Knot Best of Weddings and Hall of Fame for Bridges of Poplar Creek

Wedding Wire Couples' Choice Award for Bridges of Poplar Creek

Star Guard, 4 Star Award for Lifeguard Team

Illinois Parks and Recreation Association (IPRA)/Illinois Association of Park Districts (IAPD) Agency Showcase 3rd Place Program Guide

IAPD Best Green Practices Award

Illinois Arts Council/IAPD Arts In the Park Grant

IPRA/IAPD Distinguished Agency Accreditation renewed, 2017-2022

Commission for Accreditation of Parks and Recreation Agencies (CAPRA)

## 2016 Awards and Recognition

# heparks

making life fun

## Your Yearly Wrap up 2016

76 green spaces

924 acres of park land

45 playgrounds

48 athletic fields

25 lakes & ponds

20 outdoor tennis courts

15 fishing areas

13 natural areas

13 basketball courts

12 miles of walking paths

6 pickle ball courts

6 sand volleyball courts

4 splash pads

4 water slides

2 lawn bowling & bocce courts

2 sled hills

1 outdoor skate park  
1 inline skate rink

2 indoor skating rinks

2 horseshoe pits

### Programs

#### 22,970 Total Participants

- 673 members of the 50+ Active Adults Club
- 1,715 kids enrolled in early childhood classes & camps
- 5,175 kids enrolled in Summer Camp
- 335 kids enrolled in STAR Before & After School
- 1,560 kids went on field trips on days off school

#### Kids enrolled in Youth Sports:

- 388 basketball players
- 44 volleyball players
- 329 baseball & softball players
- 305 soccer players
- 1,248 ICE Academy figure skaters
- 1,479 hockey players
- 581 kids took dance lessons
- 1,181 kids took gymnastics

### Health Initiative

- \$723 donated to at-risk kids in our community for Sports Camp
- 6,400 people attended our 38 free community events

### Social Equity/Northwest Special Recreation Association (NWSRA)

- 508 Hoffman Estates residents participated in 1,124 NWSRA programs
- 34 children and teens received inclusion services in 173 programs

### Fitness Center Members

- 3,481 members at PSSWC
- 893 members at Triphahn Center
- 310 members at Willow Recreation Center
- 60 racquetball members

### Bridges of Poplar Creek Country Club

- 31,248 rounds of golf
- 19,050 range baskets at the Learning Center
- 3,395 golf outing rounds
- 26 couples tied the knot
- 415 golf club members
- 371 enjoyed Easter Brunch
- 438 had Breakfast with Santa

### 73,226 volunteer hours logged

**Did you know?**  
80% of adolescents do not get enough aerobic physical activity.  
(President's Council on Fitness, Sports & Nutrition)

### Grants

- \$2,500 Illinois Art Alliance
- \$1,668 State of Illinois Public Sector Energy Efficiency Program Rebate
- \$620 Illinois Action for Children NAEYC Accreditation Assistance
- \$2,600 PDRMA 2016 Starfish Aquatics Lifeguard Audits
- \$8,278 EPA Corrective Action Rebate

Participants in our programs and facilities represent more than 50% of residents; significantly higher than the national average of 30% and the Illinois average of 38%!

### Four-Legged Friends

- 694 dog park memberships at Bo's Run & Freedom Run

### Community Social Media Engagement

- 1,467 mobile app users
- 202,535 heparks.org hits
- 11,393 online brochure hits
- 25,056 WebTrac hits
- 2,496 social media/Facebook likes

### Seascope Family Aquatic Center

- 20,011 daily fee visits
- 11,642 visits by passholders
- 1,945 people took swimming lessons
- 1,458 people purchased season passes

### Friends of HE Parks/Social Equity

- \$17,778 in program scholarships awarded to families in need
- 80 ladies attended Girls Night Out fundraising event and raised \$3,855 for the family scholarship fund
- 175 golfers attended Scott R. Triphahn Celebri-Tee Golf Outing and raised \$13,289 for the family scholarship fund
- 130 guests attended Uncorked & Untapped wine event and raised \$4,867 for the family scholarship fund
- \$3,323 donated to iCompete teen mentoring program which allowed 140 at-risk kids to participate in the program where elementary students were paired with Hoffman Estates High School teens to accompany them to sporting events at the high school
- \$250 donated for kids' holiday party at Community Resource Center

**Sad Truth:**  
Only 1 in 3 children are physically active every day.  
(Centers for Disease Control)

### Parks/Green Initiative

- 3 playgrounds renovated at Victoria, Canterbury Park Place and Sheffield parks
- 700 cubic yards of mulch distributed to residents for free
- 400 tree saplings, 5 evergreens, 147 trees, 140 lbs. of native wildflower seeds and 15,000 lbs. of grass seed planted
- 20 lbs. of native wildflower seeds collected by volunteers at annual Wildflower Seed Collecting event in September.
- 18 Volunteers helped eradicate the invasive species Common Teasel

**Tree Power!**  
Over a 50-year lifetime, a tree will generate \$31,250 worth of oxygen, provide \$62,000 worth of air pollution control, recycle \$37,500 worth of water and control \$31,500 worth of soil erosion!  
(US Forest Service)

### Our New Logo

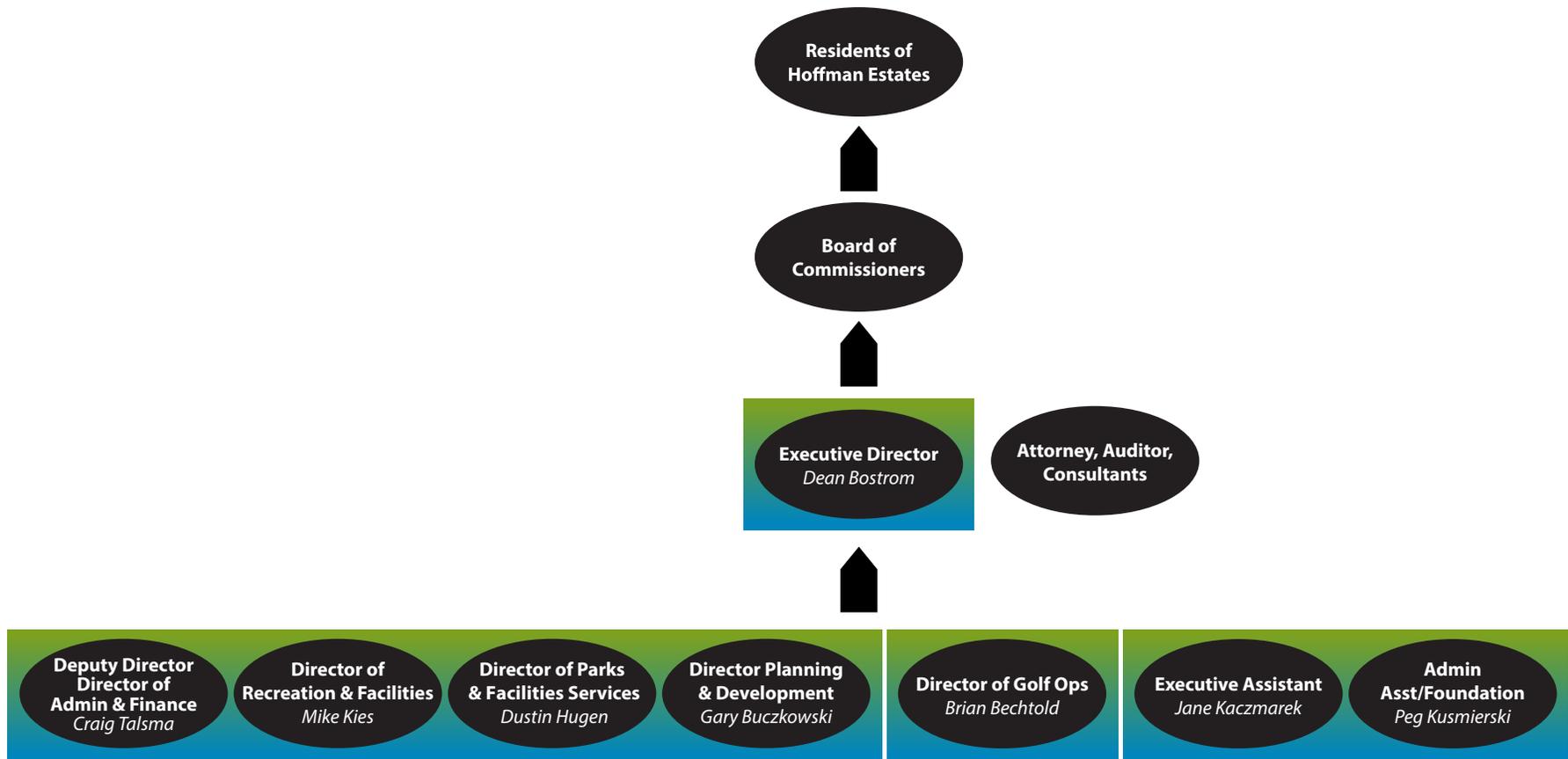
In 2016, we introduced a new logo and brand image for the Hoffman Estates Park District. The new logo has a more contemporary version of the familiar sun, which you're accustomed to seeing. In the center is a leaf to acknowledge our green initiatives and the blue "swish" represents the 25 bodies of water in our 70+ parks. The stem of the leaf reveals a path leading into the horizon, signifying an active lifestyle, and forward thinking, too. The lower case, curved "serif" font is casual, friendly and suggests recreation and fun.



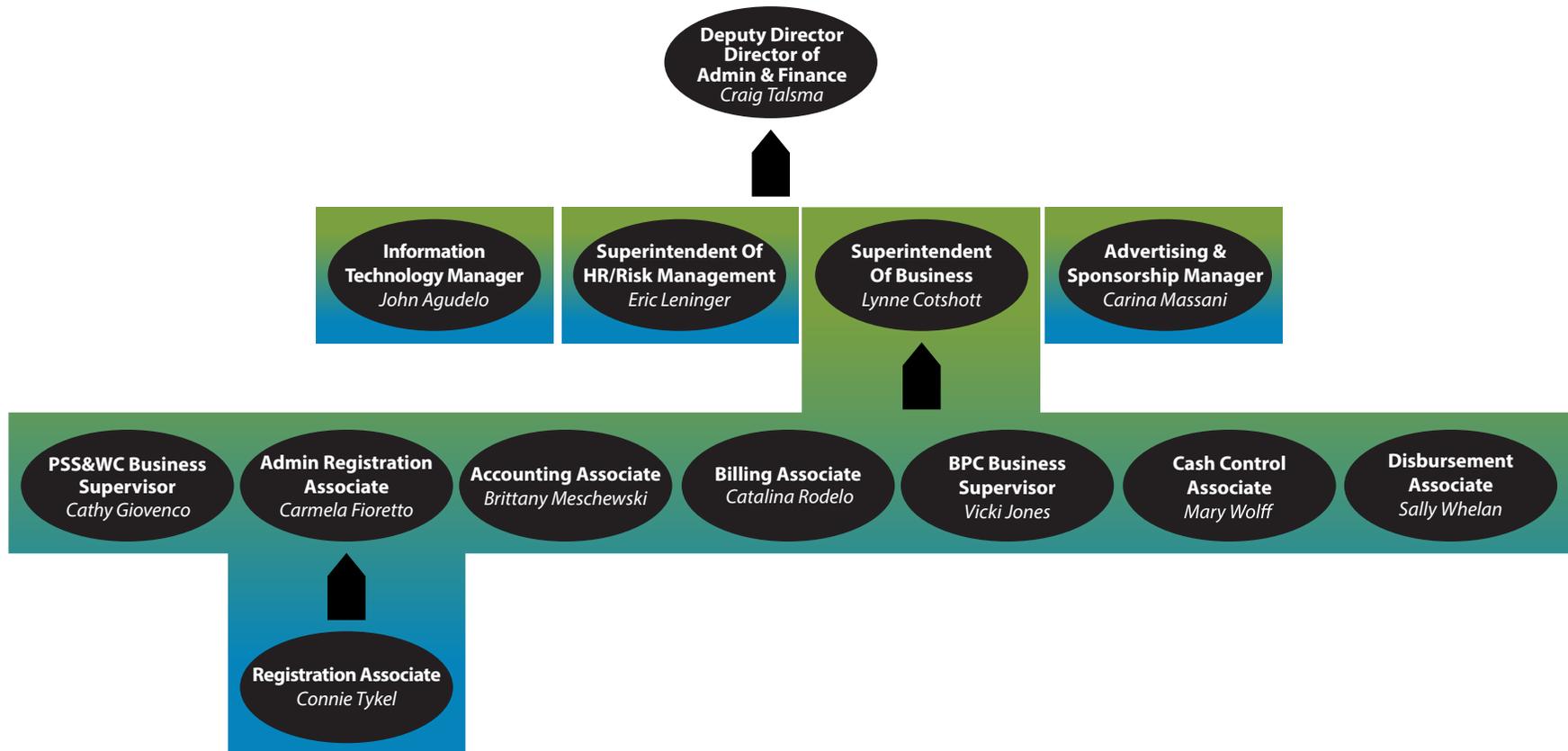
You'll also see a shorter "heparks" version, as we move away from using "HEPD" as an abbreviation, which is also the acronym for Hoffman Estates Police Department. The "heparks" version also doubles as our website address.

Our new tagline is "making life fun." This short, inspiring message speaks to our mission to "offer healthy and enjoyable experiences to residents and guests."

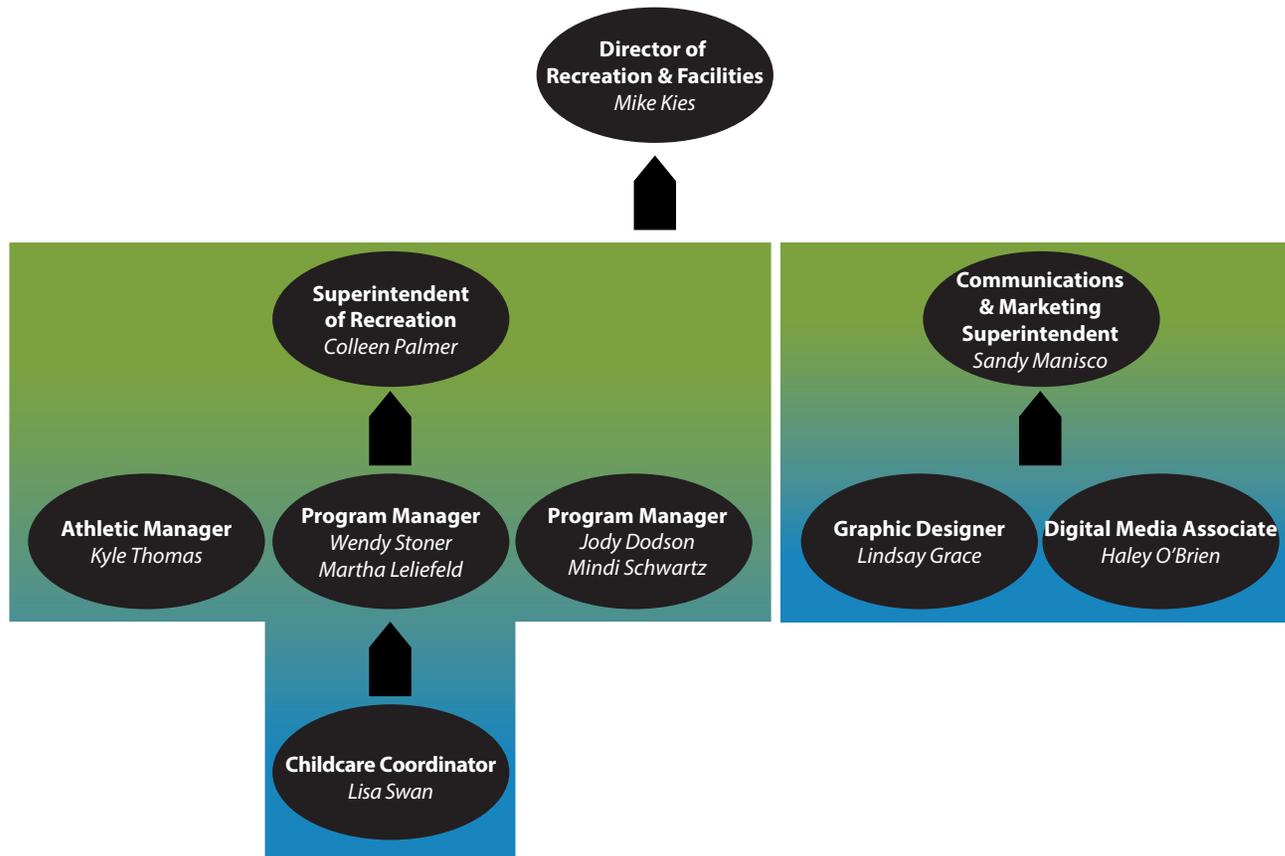
# Table of Organization - Administrative Staff



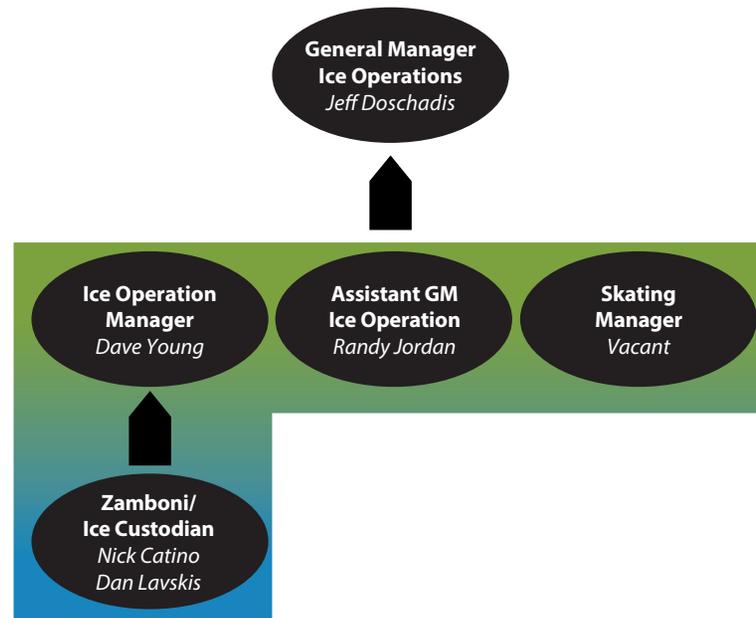
## Table of Organization - Finance & Administration Division



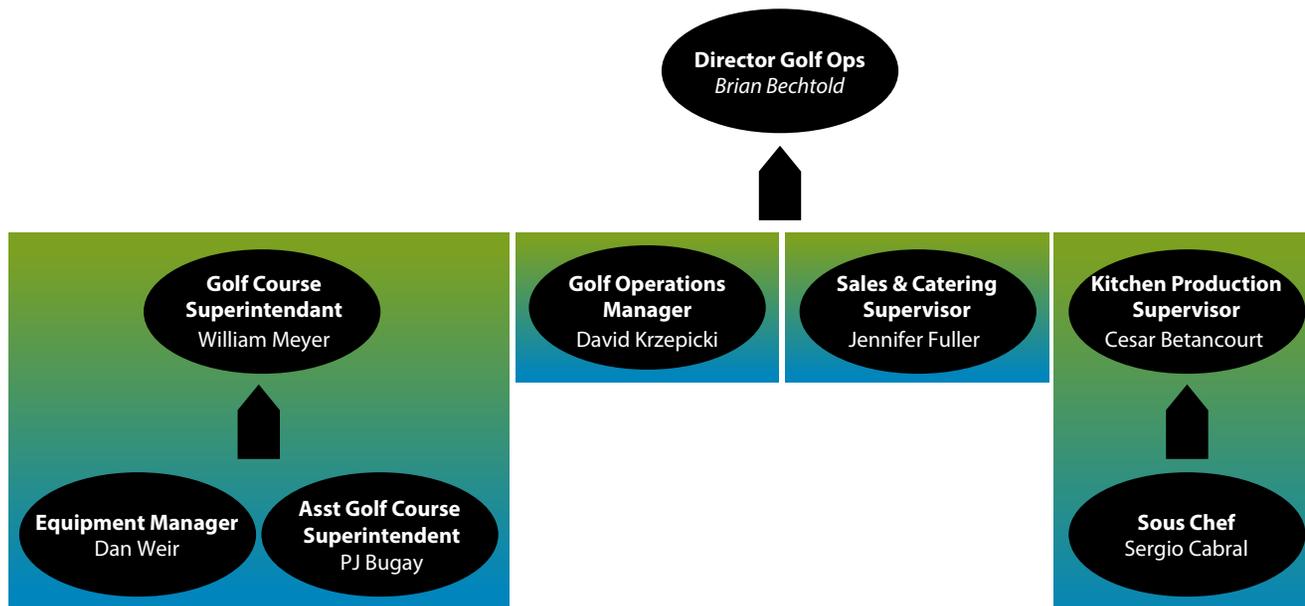
## Table of Organization - Recreation Division



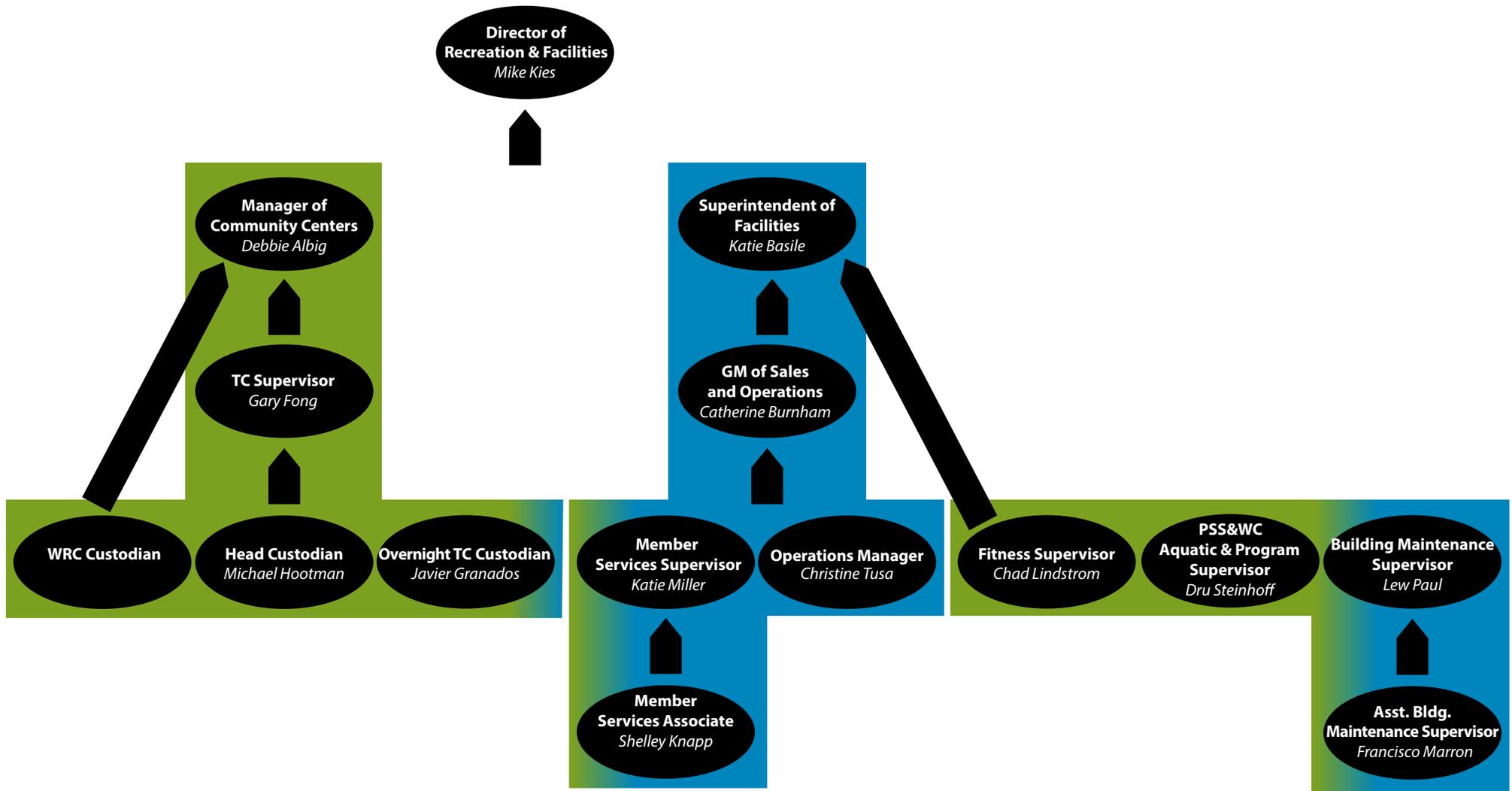
## Table of Organization - Ice Division



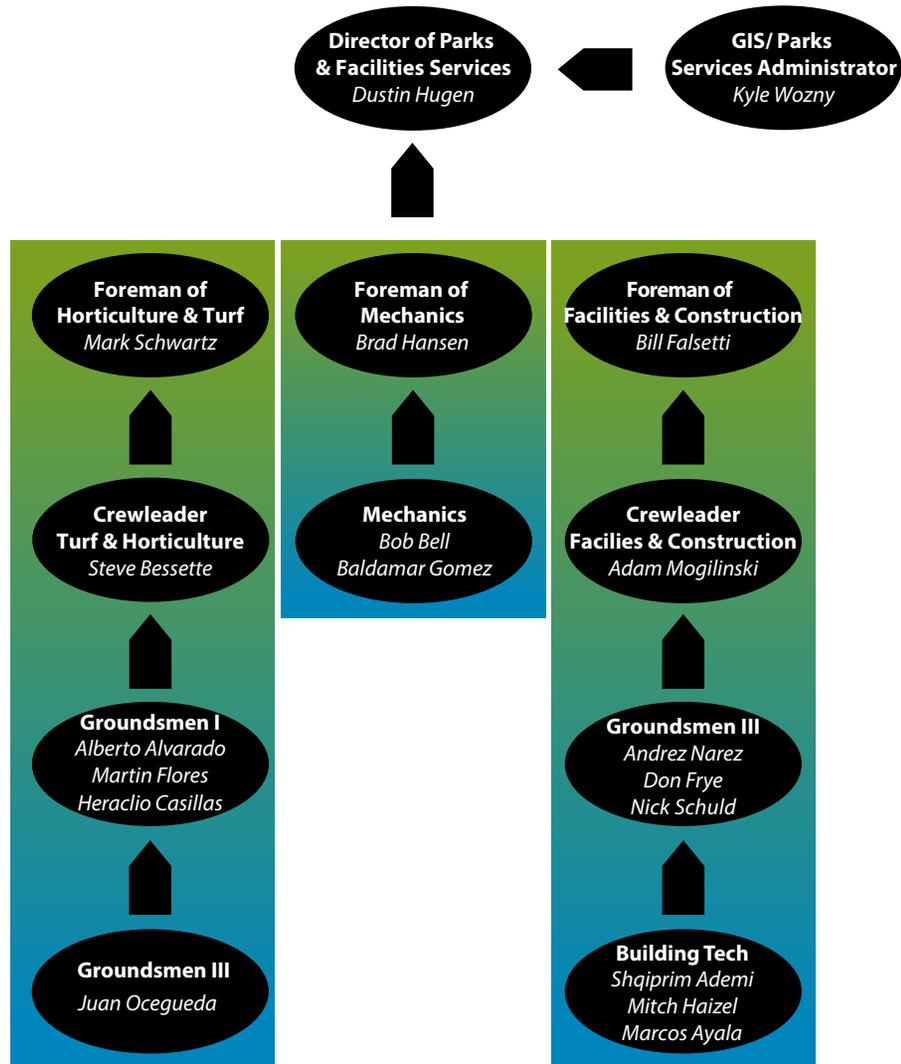
 **hoffman estates** park district  
**Table of Organization - Golf Division**



# Table of Organization - Facilities Division



# Table of Organization - Parks Division



## **Table of Organization - Planning & Development Division**



**HOFFMAN ESTATES PARK DISTRICT**  
**JOB DESCRIPTION**  
**Executive Director**  
**JOB CLASSIFICATION: I - EXEMPT**

Function

The Executive Director is the chief administrative officer of the Park District. Under the general policies and regulations set forth by the Board of Park Commissioners, the Executive Director is responsible for developing, directing and evaluating the programs and operations of the Park District.

Supervision Received

The Executive Director is responsible to and works within the framework of policies, ordinances and general guidelines as established by the Board of Park Commissioners.

Supervision Exercised

The Executive Director directly supervises the Division Director of Finance & Administration/Deputy Director, the Division Director of Planning & Development, the Division Director of Recreation & Facilities, the Division Director of Parks Services & Risk Management, the Director of Golf Operations, the Executive Assistant, and the Administrative Assistant. Indirect supervision includes all other district employees.

Essential Functions/Responsibilities

- A. *General Administration*
1. Direct the activities of the Park District in accordance with the general policies established by the board.
  2. Recommend policies, plans and programs, and provide the board information necessary to the board's policy-making functions.
  3. Supervise the provision of a broad program of recreation which meet the needs and desires of community residents.
  4. Organize and supervise an efficient administrative organization for the Park District. Develop, review, analyze and implement operational procedures required to effectively manage day-to-day operations and implement board approved policies.
  5. Oversee the development and maintenance of all District parks and facilities to meet the needs of the community.
  6. Oversee the development and operation of the revenue facilities of the district.
  7. Demonstrate leadership that promotes and develops the trust and

- respect of board, staff and residents.
8. Serve as primary liaison between Friends of HE Parks Foundation Board of Trustees and Hoffman Estates Park District staff and Board of Commissioners.

*B. Planning*

1. Recommend goals and objectives for the Park District operation and develop strategies for achieving these goals and objectives.
2. Make recommendations to the board concerning land acquisition and facility development. These recommendations shall reflect thorough analysis of available Park District resources, competing and current public needs and projected community needs.
3. Coordinate the development of a Comprehensive Master Plan, park development plans and a comprehensive capital improvements program. Conduct and/or supervise any research, surveys and feasibility studies necessary for development of these plans and programs. Work in conjunction with consultants as deemed appropriate.
4. Work with the board and citizen committees and implement methods of involving the public in the Park District's planning/decision making process.
5. Be aware of and represent the Park District in all matters pertaining to zoning changes, land development, and related concerns which affect Park District's current and future interests.
6. Create a Strategic Plan which provides for the district's long range mission, vision, values, goals and objectives.
7. Establish and maintain intergovernmental relations and community partnerships which are mutually beneficial.
8. Create and implement programs and plans to be responsive to the ever-changing community demographics.

*C. Finance*

1. Develop and recommend to the board the yearly working budget, appropriation ordinance and levy ordinance.
2. Exercise sound fiscal management by reviewing and analyzing current fiscal conditions and projecting financial needs and resources.
3. Plan and coordinate efforts to receive federal, state and local funds to assist the District's operations.
4. Supervise preparation of requests for grants from various state and federal programs related to parks and recreation.
5. Work with Park District Treasurer in conjunction with board established policies, procedures and directives.
6. Ensure implementation of fiscally sound policies and procedures.
7. Effectively balance utilization of resources to fulfill the mission and

goals of the district.

*D. Personnel*

1. Conduct staff meetings, establish staff training programs, supply the staff with significant information from professional and technical publications, and explain and interpret board policy to the staff, all to the end of enhancing staff capabilities and maintaining open and effective staff relations.
2. Act as the official means of communication between the employees of the District and the board.
3. Directly supervise and evaluate all Division Directors, the Executive Assistant and the Administrative Assistant.
4. Select or assist in the selection of administrative and supervisory personnel.
5. Create and manage organizational culture based on district values.
6. Develop and coordinate an effective personnel administration program which includes: personnel policies and procedures, job descriptions, evaluation procedures, clear performance standards, salary and fringe benefit plans, and fair employment practices and procedures.
7. Work with division directors in determining current and future staffing needs and appropriate personnel organization.

*E. Public Relations/Communications*

1. Maintain good relations with the public, accurately represent to the board the needs of various groups within the community, and maintain and supervise an effective program for handling citizen complaints and inquiries.
2. Develop and maintain a comprehensive marketing program to promote the District's image, parks, facilities, programs and special events.
3. Act as the District representative of the Park District in providing information to the news media, in supplying information to the public concerning board policies.
4. Assure that Park District staff members have the ability to provide and understand the importance of maintaining courteous relations with the public.
5. Promote greater understanding and support of Park District activities by representing the District at various governmental, civic and community functions.
6. Develop and maintain a system of communications with residents and guests based on mutual trust and respect.

*F. Political*

1. Be thoroughly familiar with the state park code and District policies;

- be aware of other federal, state and local statutes and ordinances, both existing and proposed, which affect District operations.
- 2. Establish a program of efficient intergovernmental cooperation, and maintain continuing cooperative relationships with staff, appointed and elected officials of other governmental units.
- 3. Work with Park District attorney in conjunction with board established policies, procedures and directives in handling of District legal matters.
- 4. Understand and effectively manage ever-changing internal and external politics that impact the park district.

G. *Safety, Health and Loss Control*

- 1. Support and promote or cause to be changed all policies relating to safety, health and loss control as accepted by the board.
- 2. Require all responsible personnel to provide regular timely reports and summaries of incidents within the realm of safety, health and loss control.
- 3. Require and ensure that personnel employed by the Hoffman Estates Park District support, promote or cause to be changed all policies and procedures adopted by the board relating to issues of safety, health and loss control.

H. *Professional*

- 1. Maintain membership in significant professional organizations, and participate in workshops, conferences, seminars and programs designed to promote professional development.

Marginal Functions/Responsibilities

- 1. Review proposed state legislation; maintain contact with state legislators enlisting their support when possible in meeting the Park District's needs for legislative action on a variety of issues.
- 2. Review or cause the review of all safety policies, accident/injury reports and suggestions relative to safety and loss control in a timely fashion so as to maintain a safe and healthy Park District organization.
- 3. Be aware of new developments, trends and innovations in professional management of parks and recreation service systems.

Physiological Considerations

- 1. The Executive Director may feel added pressure from being held responsible for the District's daily operations, financial accountability, and personnel of the Park District.
- 2. The Executive Director must be able to handle questions, complaints

and concerns from the public and from employees in a professional manner.

3. The Executive Director must be able to work with co-workers.
4. The Executive Director must be able to handle crisis situations.

### Physiological Considerations

1. The Executive Director must be able to spend up to 25% of his/her working hours reading/reviewing reports and correspondence.
2. The Executive Director must be able to drive to required meetings and workshops as well as to remote District facilities.

### Environmental Considerations

1. The Executive Director will perform responsibilities indoors and outdoors. Lighting and temperature are conditions that may impact how the Executive Director performs his/her responsibilities.
2. The Executive Director may be subject to outdoor weather conditions when he/she must drive to meetings, workshops and other district facilities.

### Cognitive Considerations

1. The Executive Director must be able to follow direction given by the board of and complete responsibilities as described.
2. The Executive Director must exhibit good analytical skills and problem-solving ability in completing responsibilities.
3. The Executive Director must use good judgement.

### Requirement Competencies

1. Skill in oral and written communications.
2. Possession of a valid Illinois driver's license.
3. Ability to work with minimum supervision.
4. Ability to perform duties and make decisions with initiative, sound judgment, persistence, creativity, integrity, tact and courtesy.
5. Ability to communicate and work effectively with the public, board and staff.
6. Knowledge of fiscal procedures and budgetary planning.
7. Skill to evaluate Park District programs and operations.
8. Knowledge of efficient personnel management techniques.
9. Thorough knowledge of the theory and philosophy of recreation and the ability to interpret this philosophy to others.
10. Ability to understand the recreation needs of the community and to formulate programs designed to meet these needs.

11. Ability to develop, organize and direct a comprehensive community recreation program.
12. Ability to develop, organize and direct a program of acquisition, construction and maintenance of park areas and facilities.
13. Ability to get others to accomplish tasks, move in a certain direction or influence their direction of thought.
14. Certified as a park and recreation professional, CPRP and CPRE with the National Recreation and Park Association and the Illinois Park and Recreation Association.
15. Ability to demonstrate high level of emotional intelligence to effectively resolve highly emotional situations.
16. Provide emotional stability to organization when adversity promotes instability.

### Education and Experience

1. Graduate of an accredited university with a Bachelor's Degree in Recreation, Park, Leisure Service, Business, Administration or a related Administrative field. Master's Degree preferred, but not required.
2. Minimum of 10 years of progressively responsible experience in parks and recreation including at least 7 years administrative experience required.
3. At least 5 years of proven and successful experience as a Director of Parks and Recreation is preferred, but not required.

Board Approved: 12/2014

---

---

**THE HOFFMAN ESTATES PARK DISTRICT  
COOK COUNTY, ILLINOIS**

---

---

**ORDINANCE  
NUMBER 015-002**

---

---

**AN ORDINANCE AMENDING THE EMPLOYMENT AGREEMENT  
BETWEEN DEAN BOSTROM AND THE HOFFMAN ESTATES PARK DISTRICT**

---

---

Mike Bickham, President  
Ron Evans, Vice President  
Lili Kilbridge, Treasurer  
Pat McGinn, Assistant Secretary

Keith Evans  
Ron Greenberg  
Kaz Mohan

Board of Park Commissioners

---

Published in pamphlet form by authority of the Hoffman Estates Park District Board of Commissioners  
on \_\_\_\_\_, 2015.

ORDINANCE NO. 015-002

AN ORDINANCE AMENDING THE EMPLOYMENT AGREEMENT  
BETWEEN DEAN BOSTROM AND THE HOFFMAN ESTATES PARK DISTRICT

---

WHEREAS, the Park District has employed Dean R. Bostrom as its Executive Director since January 1, 1997 and the Park District continues to employ Mr. Bostrom in that position; and

WHEREAS, the Park District renewed Mr. Bostrom's Employment Agreement at its December 16, 2014 Park Board meeting for an additional year; and

WHEREAS, the Park Board and Mr. Bostrom cooperatively desire to amend the terms of that agreement in the provision, related to residency;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, as follows:

**Section 1.** The above stated WHEREAS clauses are incorporated in this ordinance as though fully set forth herein;

**Section 2.** That the Employment Agreement between the Hoffman Estates Park District and Dean R. Bostrom is hereby amended by removing Section 4 entitled "Residency" from the Agreement. Said provision shall no longer be in effect following adoption of this ordinance. Further, the remaining Sections of the Agreement shall be renumbered appropriately. (See Exhibit "A" attached hereto.)

**Section 3.** The remaining terms and conditions of the Employment Agreement as renewed on December 16, 2014, shall remain in full force and effect between the parties.

**Section 4.** This ordinance shall become effective upon passage by the Board of Commissioners and publication as provided by law.

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this 1<sup>st</sup> day of January, 2009 by and between the HOFFMAN ESTATES PARK DISTRICT, Cook County Illinois, an Illinois municipal corporation (hereinafter "Park District") and DEAN R. BOSTROM (hereinafter "Executive Director").

WITNESSETH:

WHEREAS, the Park District has employed Dean R. Bostrom as the Executive Director since January 1, 1997 and the Park District desires to continue to employ Mr. Bostrom in that position; and

WHEREAS, it is the desire of the Park District to provide certain compensation, benefits, conditions of employment, and otherwise establish an employment relationship between the parties; and

WHEREAS, it is the desire of the Park District to:

1. Continue to secure and retain the services of the Executive Director and to provide inducement for him to remain in such employment; and
  2. To make possible forward productivity by assuring the Executive Director's morale and peace of mind with respect to future security; and
  3. To act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Executive Director; and
  4. To provide a just means for terminating the Executive Director's services;
- and

WHEREAS, the Executive Director desires to accept employment as the Executive Director of the Park District.



NOW, THEREFORE, for and in consideration of the mutual covenants, promises, and undertakings herein contained, the parties agree as follows:

1. **Employment.** The Executive Director is employed as the Chief Administrator of the Park District and shall have complete administrative authority over the Park District and its personnel, reporting to the Board of Commissioners. He shall perform the functions and duties specified in the Park District's ordinances, policies, state statutes, and perform such other legally permissible and proper duties and functions as the Board of Commissioners shall, from time to time, assign.

2. **Term.** The term of this Agreement shall be for a period of 30 months commencing January 1, 2009, subject to earlier termination as provided in paragraph 12 hereof.

On or before January 1 of each year, commencing January 1, 2010, the Park District may give the Executive Director written notice of its intention to either change, amend, or terminate this Agreement. If no such notice of termination or no request for changes or amendments is given by the Park District on or before January 1 of each year, the Agreement shall, without further action of the Board, continue in full force and effect for an additional 30 months from and after the immediately following January 1 and each January 1 thereafter until the Park District gives written notice, as provided herein, to change, amend, or terminate the Agreement. If the Park District gives timely notice of intent to amend, change or terminate the Agreement, the Agreement shall expire 18 months from the January 1 immediately following the written notice of change, amendment, or termination, unless otherwise agreed to by the parties.

The Executive Director shall provide the Board of Commissioners ninety (90) days written notice of his intention to terminate this Agreement.

3. **Salary.** The Park District agrees to pay the Executive Director for his services an annual salary of One Hundred Thirty Eight Thousand Two Hundred Twenty Five Dollars (\$138,225.00) payable in equal installments at the same time as other employees of the Park District are paid.

On or before December 31 of each year of this Agreement, the Board of Commissioners shall review the Executive Director's salary and determine if the Executive Director's salary shall be increased based on merit, however, at no time shall the Executive Director's salary be reduced by more than 10% in any given year. In addition, the Board of Commissioners may, should it ever deem it advisable based upon the quality of the Executive Director's performance in any one year or cumulative years, pay the Executive Director a bonus, in addition to his annual salary, in recognition of such stellar performance.

~~4. **Residency.** The Executive Director shall maintain permanent residence within the corporate limits of the Hoffman Estates Park District at all times during his employment. Should it ever be determined the Executive Director is not maintaining his permanent residence within the corporate limits of the Park District, the Board of Commissioners may terminate this Agreement immediately for cause in which event the Executive Director shall only be entitled to receive such portion of his salary and other payments provided for herein as may theretofore have accrued, but be unpaid on a date on which the termination shall take effect.~~

~~4/~~ -5: **Automobile.** The Executive Director's duties require that he have available to him for his use at all times during his employment an automobile provided to him by the Park District for business and personal use. The Park District shall provide the Executive Director with a new full-size car or sports utility vehicle every five years. The Park District shall be responsible for paying for liability, property damage, and comprehensive insurance for the motor vehicle and for the purchase, operation, fuel and oil, maintenance, repair, and replacement of said automobile, as stated above. No person, other than the Executive Director, his spouse, Commissioner, or employee of the Park District shall operate the motor vehicle. No alteration shall be made to the vehicle without the consent of the Board of Commissioners.

§ -6: **Full-Time Duty.** The Executive Director shall devote his full time to his duties as Executive Director of the Park District. The Executive Director may upon the written approval of the Board of Commissioners, accept outside consulting work with or without pay but, under no circumstances, shall any outside consulting employment require the Executive Director to devote more than ten (10) hours per month to such assignment.

§ -7: **Paid Time Off.** The Executive Director shall be entitled to no less than thirty-five (35) days paid vacation annually of which up to 10 days annually may be converted to bonus payment equivalent to the current rate of pay. The Executive Director shall have the option to defer the vacation bonus payment to any time in the future or to the termination of the Agreement. Executive Director shall receive no less than twenty (20) days illness and injury leave annually. Additionally, the Executive Director shall be

entitled to all board approved personal days, holidays, floating holidays and any other time off per the policy manual.

<sup>7</sup> -8: **Insurance.** The Park District agrees to purchase and to keep in force insurance policies protecting the Executive Director for general liability, errors and omissions, and public official's liability as a result of his actions or inactions in the course and scope of his employment. In addition, the Executive Director shall be entitled to Board approved term policy insurance, insuring his life in the amount equal to the amount of life insurance provided to all full time employees, provided, however, that the Executive Director shall be solely responsible for the payment of any income tax liability thereon, if any, whether federal or state, with respect to the Park District's payment of premiums on the life insurance policy. The benefit accruing from said policy shall be paid to the beneficiary the Executive Director names.

The Park District will provide hospitalization, surgical, comprehensive medical, dental (maximum annual benefit payout per covered individual of \$3,000 per year or as otherwise increased by the Board of Commissioners) and vision insurance for the Executive Director and his dependants, and disability insurance for the Executive Director, and shall pay the premiums thereon, which insurance coverage shall be equal to insurance coverage which is provided for all other employees of the Park District or, in the event no such plan exists, the Park District will provide insurance in comparable amounts as currently provided by the Park District for the Executive Director and his dependents. In addition, the Park District shall pay any deductibles applicable to any of the above insurance covered losses incurred by the Executive Director or his dependents.

9. **Cellular Telephone and Laptop Computer.** The Park District agrees to provide a cellular telephone and laptop computer for use by the Executive Director. The Park District agrees to incur all purchase, repair and use related expenses to cellular phone and laptop computer. Use of these devices by the Executive Director shall be governed by policies established for employees of the District as approved by the Board of Commissioners as part of Administrative and Personnel Policies of District.

10. **Dues and Subscriptions.** The Park District agrees to pay the professional dues and subscriptions of the Executive Director necessary for his continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional growth and advancement as approved in the Park District's annual budget.

11. **Reimbursable Expenses.** The Park District agrees to reimburse the Executive Director for:

- a) Reasonable travel and expenses incurred by him for professional and official travel, meetings, and occasions necessary to continue the professional development of the Executive Director and to adequately pursue necessary official and other functions on behalf of the Park District, as defined in the Administrative and Personnel Policies Manual.
- b) The Park District agrees to reimburse the Executive Director for reasonable travel and expenses incurred by him for institutes and seminars that are necessary or desirable for his professional development and for the good of the Park District as defined in the Administrative and Personnel Policies Manual.
- c) The Park District agrees to reimburse the Executive Director for dues and expenses of the Executive Director's membership for joining and participating in the local Chamber of Commerce and other civic organizations, as defined in the Administrative and Personnel Policies Manual.

- d) The Park District agrees to incur expenses or reimburse the Executive Director for expenses to attend events sponsored by local governmental agencies which have inter-governmental agreements with the Hoffman Estates Park District.

~~§ 12:~~ **Termination for Cause.** The Park District may terminate the Executive Director's employment for cause at any time upon written notice to the Executive Director, in which event the Executive Director shall be entitled to receive only such portion of the salary and other payments provided for herein as may theretofore have accrued but be unpaid on the date on which the termination shall take effect. "Cause" as used herein is defined as:

- a. The Executive Director's conviction in a court of law for any crime or offense involving misuse or misappropriation of money or other property of the Park District; or
- b. The Executive Director's continued willful failure or refusal to perform specific written lawful directives of the Board of Commissions, which directives are consistent with the scope and nature of the Executive Director's duties and responsibilities as set forth in paragraph #1 hereof; after receiving notice of any deficiencies and a reasonable opportunity to correct such deficiencies; or
- c. Any acts of dishonesty, habitual drunkenness, drug abuse or any act involving moral turpitude of the Executive Director which

adversely affects the business of the Hoffman Estates Park District;  
or

d. The Executive Director's conviction of a felony; or

e. In the event that the Park District determines that Director may be subject to termination for any of the reasons described as "for cause", the following provisions will apply:

(i) Prior to taking final action on any such termination, a hearing shall be held to determine whether sufficient cause exists for termination (the "Hearing"). Director shall be given at least seven (7) days prior written notice of the Hearing (the "Hearing Notice").

(ii) The Hearing Notice shall include notice of possible termination, the date, time and location of the hearing and a reasonably detailed description of the reasons the Park Board believes sufficient cause for termination exists ("Charges").

(iii) Director shall have the right to be present at and to participate in the Hearing. Director shall also have the right at his own expense to be represented by counsel at the Hearing.

(iv) During the Hearing, Director may present oral and/or written evidence and/or present any witnesses to counter any charges that have been made against him and/or that would support his continued employment with the District. Director may also cross-

examine any adverse witnesses that have given either written or oral testimony.

(v) Within ten (10) days after the conclusion of the Hearing, the Park Board shall provide Director with its written decision on Director's termination or continued employment. The decision shall include specific conclusions of fact, the reasons for the decision and the final vote total.

(vi) Prior to the Park Board rendering a final decision, all evidence and proceedings pertaining to Director's employment status shall be held in the strictest confidence. This matter shall not be discussed with anyone other than members of the Park Board or necessary and appropriate District Staff, each of whom shall be charged with maintaining strict confidentiality of all information pertaining to this matter.

f. Upon termination of Director's employment "for cause", the District shall have no further obligations to the Director under this Agreement other than to pay Director such compensation payments, salary, accumulated vacation and illness and injury leave and reimbursement for expenses as may be due, accrued or payable as of the date of such termination.

~~13.~~ 13: Other Separation or Termination. The Board of Commissioners may terminate the Executive Director's employment for any

other reason or no reason at any time during the term of this Agreement. Should the Executive Director's employment be terminated under the provisions of this section, then the Park District shall pay to the Executive Director, as severance pay, continued salary and group health insurance for a period of twelve (12) months following the date of termination.

The Executive Director shall have the right to terminate this Agreement by giving the Park District no less than ninety (90) days prior written notice of such termination. In that event, the Executive Director shall be entitled to receive only such portion of the salary and other payments provided for herein, as may theretofore have accrued up to the date on which his resignation shall take effect, except for the application of applicable post-employment statutes such as COBRA.

**13 14: Evaluation.** In the last quarter of each fiscal year, the Park District may conduct an evaluation of the Executive Director's performance. The Board of Commissioners shall arrange to have the Director evaluated by the Executive Director Review Committee. The Board will conduct an evaluation meeting with the Executive Director during which the Board and the Executive Director will review and discuss his self-assessment and his job performance and determined whether previously established performance goals and objectives have been met. The Executive Director may provide a written response to his evaluation which will be made part of his personnel file. The Board and the Executive Director will also establish new performance goals and objectives for the next review period. The

Board may also conduct periodic reviews of the Executive Director's performance which may be used to determine his continuation in his position.

~~14~~ 15: **Performance Goals and Objectives.** As set forth in this Agreement, the Board and the Executive Director shall, on an annual basis, establish performance goals and objectives to be accomplished in each upcoming year. These performance goals and objectives may include, but shall be limited to, the areas of professional leadership, directing administrative operations, development, operation and completion of special projects, areas of fiscal control, creation and promotion of park and recreation programs, facilities and services and other performance goals and objectives related to the Executive Director's duties and responsibilities. The agreed upon performance goals and objectives for each year shall be adopted by the Board no later than the end of February of each calendar year. In addition, the Executive Director shall present to the Board on a quarterly basis, in writing, the means by which the accomplishment of these performance goals and objectives can be measured ("completion indicators"). Based upon this proposal, the Board shall adopt specific guidelines by which to measure the successful completion of the Director's performance goals and objectives.

15 16: Notices.

Notices pursuant to this Agreement shall be given by deposit with the United States Postal Service, certified mail, return receipt requested, postage prepaid, addressed as follows:

a) Hoffman Estates Park District:

President  
Hoffman Estates Park District  
1685 West Higgins Road  
Hoffman Estates, IL 60169

b) Executive Director:

Mr. Dean R. Bostrom  
3900 Latour Court  
Hoffman Estates, IL 60192

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice within the United States Postal Service.

IN WITNESS WHEREOF, the Hoffman Estates Park District has caused this Agreement to be signed and executed on its behalf by its President and duly attested by its Secretary, and the Executive Director has signed and executed this Agreement the day and year first above written.

HOFFMAN ESTATES PARK DISTRICT

By:

  
Craig Berracki, President

ATTEST:

  
Lili McGovern, Assistant Secretary

DATE: March 3, 2009

  
Dean R. Bostrom, Executive Director

**Hoffman Estates Park District  
2017 Goals  
Executive Director**

Numeric Key

#1 = Goal  
#2 = Year  
#3 = Objective

**Report Date: April 2017**

Key: C = Complete  
SC = Substantially Complete  
IP = In Progress  
NB = Not Begun  
NA = Not Accomplished

**Goal 1. (Overall) Effective Administrative/Management System**

	<b>Objective</b>	<b>Status</b>	<b>Achievement Level / Comments</b>
01-17-01	Provide leadership to foster teamwork and build morale to facilitate a highly motivated and productive team to accomplish the mission and goals of the district.	IP	January Full Staff Awards Breakfast held to recognize accomplishments of district and individual staff as well as a look forward at upcoming year. March full staff meeting held in coordination with employee Team Committee. Focus of meeting was on spring planning, upcoming events and projects to prepare for upcoming summer season. Discussions With Dean (DWD) have effectively served their purpose as all recent DWDs have yielded no issues to follow up on. Will evaluate to determine if need arises to resume with DWD.
01-17-02	Monitor and evaluate organizational structure and make recommendations /changes to promote an effective and efficient organizational workforce.	IP	BPC Superintendent, Dustin Hugen, accepted the position of Division Director of Parks & Facilities Services. Division organization structure will be re-evaluated to determine most effective and efficient structure to operate parks division moving forward.
01-17-03	Successfully implement succession planning to help ensure that staff is trained and capable of assuming higher level positions and responsibilities within the organization.	IP	With the retirement of Billing Associate Sue Hupfel in May, Registrar Catalina Rodelo will be promoted to Billing Associate and Connie Tykal, part-time front desk and part-time employee of the year, has accepted the full-time position of Registrar.
01-17-04	Review and update district policies and procedures to ensure that policies and procedures are updated to reflect current laws and the mission and values of the district.	IP	Currently updating procedures to ensure that all procedures are up to date and represent best practices to accomplish procedure or policy.
01-17-05	Oversee district wide training program to include an annual curriculum of both mandatory and elective topics to promote both personal and professional development.	IP	Staff is in the process of completing annual online mandatory training as well as mandatory and optional 1 <sup>st</sup> and 2 <sup>nd</sup> quarter training requirements. Currently 16 Hoffman University (H.U.) education/training sessions are schedule for 2017 with 6 completed YTD.
01-17-06	Hire, train and coach new Director of Park & Facilities Services to be successful in leading division in the future.	IP	Comprehensive search process completed to hire new Director of Parks & Facilities Services which included initially interviewing six highly qualified candidates. Dustin Hugen starts in his new capacity on May 8 <sup>th</sup> which will include an approx. 10 day overlap with current Parks Director John Giacalone.

			Currently working to develop a comprehensive orientation program to be implemented over the first 30 days following May 8 <sup>th</sup> .
01-17-07	Prepare district operationally to fully comply with newly revised CAPRA standards and substantially complete all required documentation (Evidence of Compliance) by year end for spring 2018 evaluation date.	IP	Reviewing newly revised CAPRA standards and started the process of determine what new requirements we will need to implement to fully comply with all standards. Agency evaluation is planned to be held in the spring of 2018 which will require completion of all required documentation (evidence of compliance) by January of 2018.
01-17-08	Work with staff to forecast and analyze operational logistics and develop operational procedures required to ensure a smooth transition of resident and patron use of TC and off-ice renovated areas.	IP	Bi-weekly meetings have been held leading up to reopening of TC which is scheduled for May 15 <sup>th</sup> . Off-ice area opened on schedule and is currently being programmed as part of the spring hockey season.

## Goal 2. (Overall) Financial Stability of the District

	Objective	Status	Achievement Level / Comments															
02-17-01	Oversee implementation of timely dynamic business plans and marketing strategies for all core program areas and facilities.	IP	Business Marketing Plans for all core operations areas of district (Rec, Ice, PSSWC, BPC, Facilities) were created and presented to the March Recreation Committee meeting. 1Q implementation was successfully completed.															
02-17-02	Monitor and manage district budget in order to meet or exceed overall individual 2017 budget fund bottom line expectations.	IP	To date all budget fund bottom lines are within expectations.															
02-17-03	Develop and recommend 2018 balanced operating budget which accurately presents the anticipated revenues and required expenses necessary to provide quality park and recreation services and fulfills the goals and strategic initiatives of CMP.	NB																
02-17-04	Coordinate district staff support to assist Friends of HE Parks Foundation in fulfilling its fundraising, community awareness and programming goals and objectives.	IP	GNO was highly successful event held on February 16th. Working with the National Parks Foundation to develop MOU between park district and foundation.															
02-17-05	Research, evaluate and secure alternative funding that meets or exceeds budget to provide for special projects and programs.	IP	<table border="0"> <tr> <td><u>1Q YTD</u></td> <td></td> <td><u>% of Budget YTD</u></td> </tr> <tr> <td>Adv/Sponsor</td> <td>\$ 42,628</td> <td>17.40%</td> </tr> <tr> <td>Rental</td> <td>\$329,868</td> <td>25.10%</td> </tr> <tr> <td>Misc</td> <td><u>\$ 11,468</u></td> <td><u>46.81%</u></td> </tr> <tr> <td>TOTAL</td> <td>\$383,964</td> <td>24.24%</td> </tr> </table> <p>Evaluated idea of developing long term parking storage for resident recreational and commercial vehicles, however, Village Ordinances prohibit parking at such facilities without special permits and the feasibility of the idea was determined to not be in the best interest of the park district. Hole in One Revenue \$460 thru March 31st.</p>	<u>1Q YTD</u>		<u>% of Budget YTD</u>	Adv/Sponsor	\$ 42,628	17.40%	Rental	\$329,868	25.10%	Misc	<u>\$ 11,468</u>	<u>46.81%</u>	TOTAL	\$383,964	24.24%
<u>1Q YTD</u>		<u>% of Budget YTD</u>																
Adv/Sponsor	\$ 42,628	17.40%																
Rental	\$329,868	25.10%																
Misc	<u>\$ 11,468</u>	<u>46.81%</u>																
TOTAL	\$383,964	24.24%																

02-17-06	Maximize potential benefit of marquee signs through implementation of strategies that promote high priority park district programs, events and services while selling advertising opportunities that meet or exceed budget expectations.	IP	We have met and are currently working on an internal ROI process for advertising programming and events on the marquee signs. C&M has begun to implement a new strategy of utilizing Below Minimum Reports from RecTrac to review activities that are not meeting minimum enrollment numbers. We will begin to advertise these chosen programs on the marquee signs as needed to increase enrollment numbers in order to provide more programming to residents. As of March 31, first quarter marquee revenue was \$29,395 earned and \$35,144 contracted (annual Budget \$170,000).
----------	--	----	--

**Goal 3. (Overall) Community Relations / Agency Image/ Effective Communications**

	<b>Objective</b>	<b>Status</b>	<b>Achievement Level / Comments</b>
03-17-01	Continue to improve district wide communications and customer service. Promote and develop positive communications and excellent customer service between staff and with staff to public/guests.	IP	Service desk staff are provided with current information by using our internal Latest News system which is located at all the service desks throughout the district. As summer seasonal staff start working, customer service training is provided to all during orientation.
03-17-02	Work with local governmental agencies to enhance cooperative relationships to promote effective and efficient public services and advancement of the district's mission and goals.	IP	Working with the Village on various initiatives including the new and proposed development projects (Bergman and Plum Farms), the teen center, special events, Cultural Awareness, Fourth of July and Arts Commissions, plus events at the Sears Centre. In cooperation with SD211, we currently offer an exercise class at the Higgins Education Center. Staff met with SD54 to discuss camp schedules, usage of their facilities and the rates for 2018. Rec staff also worked with various inter-village sports leagues and cooperative programming with Palatine, Schaumburg, Hanover Park, Rolling Meadows, Streamwood, City of Elgin, Carol Stream, Bloomingdale, Glendale Heights and Roselle park districts. New agreement was established with Barrington Library at Willow Rec Center.
03-17-03	Effectively manage media relations to ensure the timely release of appropriate communications to media and public regarding park district programs, facilities and services as well as projects, events and news.	IP	As part of the Rec/Facilities business plans, the C&M department has developed an extensive marketing and communications matrix that identifies the dates and times that marketing materials will be released. This ensures weekly media releases on events, programs and other district news as well as timely press releases about district news, projects or news occurrences. Events are posted on the park district website, Facebook and other social media channel pages and local community calendars (Chicago Tribune and Daily Herald) at a minimum 4-

			6 weeks prior to each event. The C&M staff also uses various measures to track the success of some of these initiatives that allow that opportunity to determine the effectiveness.
03-17-04	Develop and implement strategies to expand staff's role in sales and marketing efforts to up-sell, cross-sell and promote facilities and programs.	IP	TC/WRC had a staff training meeting in February on scripts and scenarios to provide educational opportunities on asking the right questions, within the right sequence to create a better ROI on upselling and cross selling opportunities. Another new initiative to expand this effort involves the C&M Superintendent creating a Below Minimum Report for the upcoming week to identify opportunities for additional marketing efforts to bring certain programs and classes to above minimum or to a higher participation rate. Once these are identified cross-marketing is used to target these audiences. Examples include ads printed on the backside of STAR and Preschool newsletters to promote Seascape Passes; posters outside dance room to promote the TC/WRC Fitness Center; posters and handouts to preschool parents to promote Parents Night Out and Kids First Sports programs. BPC is also conducting staff training on upselling and cross-selling opportunities with a focus at this time on Hole in One and annual passes.
03-17-05	Develop and foster relationships with local and state elected officials to promote district's mission and goals.	IP	Invited all local state elected officials to TC renovation ribbon cutting. Sent summer guide including annual report to all legislators highlighting accomplishments of the district.
03-17-06	Enhance community relations through participation in community related events and networking opportunities by attending, on average, two community-related events per month.	IP	Attended 7 community events to date.
03-17-07	Complete 2016 Annual Report and distribute as part of Summer Program Guide by end of 2 <sup>nd</sup> quarter.	C	Included in summer guide and mailed to all residents starting April 19 <sup>th</sup> .
03-17-08	Provide timely communications to residents/users impacted by planned changes within district facilities & parks.	IP	Have provided advanced information regarding TC renovation and off-ice area to each respective target market. Playground meetings were held with neighborhood residents and signage will be posted at each park site which is under construction.
03-17-09	Revamp district's program, special events and facilities evaluation procedure designed to effectively assess overall customer satisfaction of our programs, special events and facilities. Through new procedure, gain better understanding of changes required to be more responsive to participants' wants and needs.	IP	In coordination with Ron Vine & Associates, initial discussions have been held to develop a survey/assessment process for customer satisfaction that provides statistically valid and measurable information as it relates to feedback from our guests. This final end survey/product will help drive operational processes, and change future planning. The template will

			help collect and analyze data that can be used to support various programming, special events and service opportunities, while at the same time are responsive to the needs and wants of our users. Director of Rec & Facilities has been assigned to oversee this project.
--	--	--	---

#### Goal 4. (Overall) Board / Executive Director Relations

	Objective	Status	Achievement Level / Comments
04-17-01	Provide Board and committee meeting information on a timely basis to keep commissioners and community representatives informed of district activities and allow for commissioners and community representatives to make informed decisions. Minimize need to make last minute decisions.	IP	Three Special Board Meetings have been held, (2) regarding Plum Farms and (1) to approve the playground installation following the committee tabling the item.
04-17-02	Oversee Board-approved committees including recruitment, orientation, and ongoing development of new Community Representatives to ensure that Board committees and their members provide meaningful input into the district's decision-making process.	IP	14 out of 15 Community Reps have expressed an interest in serving another term. Information is posted on the district website inviting anyone interested in becoming a community rep to submit the Com Rep questionnaire. Two questionnaires have been submitted; one other person expressed an interest in serving and indicated they would submit a questionnaire. Community Reps received Best of Hoffman Award by the Board for their commitment.
04-17-03	Provide timely communications to commissioners regarding pertinent projects, events or issues.	IP	Ongoing process – striving to provide timely and relevant information without providing trivial information.
04-17-04	Acknowledge/recognize significant accomplishments of staff at Board/Committee meetings.	IP	Employees of the 1 <sup>st</sup> Quarter attended the March Board Meeting to receive recognition from the Board.
04-17-05	Oversee 2017 Board election process, update new commissioner orientation program, and conduct new commissioner orientation.	IP	Election process successfully completed. Currently waiting canvass results from the County. New Commissioner Orientation will be scheduled prior to May Board Meeting.
04-17-06	Develop and coordinate opportunities for commissioners, community reps and foundation trustees to build stronger interpersonal relationships.	IP	Tour of Parks is scheduled for June; we will host a summer social at the first Music at BPC event. All will also be invited to the ribbon cutting / grand opening at TC north side in May.

#### Goal 5. (Overall) Future Planning and Development

	Objective	Status	Achievement Level / Comments
05-17-01	Complete all Board-approved capital improvement projects within budget in a timely manner.	IP	On schedule and within budget YTD.
05-17-02	Oversee implementation of district-wide green initiatives that provide a favorable return on investment to ensure district's mission regarding financial and environmental management practices are fulfilled.	IP	Retrofitted T-5 fluorescent bulbs to LED bulbs at Vogeley Barn and TC former gymnastics shelf. TC parking lot lighting retrofitted early versions of LED light to brighter LED. Retrofitted metal hale light to LED at PSSWC. Green Team is currently exploring other green initiatives.
05-17-03	Expand opportunities targeted for	IP	Have established scholarship guidelines for

	financially disadvantaged families and various ethnic populations which have a presence in Hoffman Estates.		50+ membership which provides for 50% and 100% subsidies through Foundation.
05-17-04	Implement strategies to successfully accomplish CMP goals, objectives and initiatives.	IP	1Q goals presented to board committees. Good start to accomplishing 2017 goals, objectives and initiatives.
05-17-05	Oversee successful completion of TC/off-ice renovation project within budget prior to June 30).	IP	Ahead of schedule; soft opening for residents and guests scheduled for May 15 <sup>th</sup> . Still tracking just under board approved project budget.
05-17-06	Work with Plum Farms Development and Village to develop strategies that lead to the development and approval of a win-win Annexation Agreement for the 145 acre parcel of development that is currently within Barrington Hills Park District boundaries.	IP	Attorney has had initial conversation with BHPD attorney and ED has discussed topic with BHPD Board President (BHPD does not have full time staff to represent their district). If Village annexation and Plum Farms development is approved, staff will continue to pursue disconnection and annexation of 145 acre parcel.
05-17-07	Work with Plum Farms Development and Village to create a development agreement that fulfills the district's mission and long term goals for the properties currently within HEPD boundaries.	IP	Extensive work has been put into proposed Plum Farm Development to ensure that district's best long term interests are fulfilled.
05-17-08	Serve on team of CAPRA evaluators (3 per team) to conduct a 4-day on-site comprehensive evaluation of a park and recreation agency to determine if agency fulfills requirements to become a Nationally accredited park and recreation agency.	IP	Scheduled to conduct CAPRA evaluation for Lexington KY County Park System May 1-4.
05-17-09	Work with Village to develop plans for Chino Park community gardens to submit a grant application which involves local businesses. If successful, implement plans to ensure community gardens are open and available for resident use starting in late spring 2018.	IP	Grant application due in October. Director of Planning & Development will create concept plan following the completion of the TC renovation project.

**ORDINANCE NO. O-15-019**  
**BUDGET AND APPROPRIATION ORDINANCE**  
An Ordinance adopting the combined  
Annual Budget and Appropriation of Funds for the  
Hoffman Estates Park District,  
Cook, (County), Illinois,  
for the Fiscal Year beginning on  
the first (1<sup>st</sup>) day of January, 2016 and  
ending on the thirty-first (31<sup>st</sup>) day  
of December, 2016

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF  
THE Hoffman Estates Park District, Cook County, Illinois:

SECTION I. It is hereby found and determined:

- (a) This Board has heretofore caused to be prepared a combined annual Budget and Appropriation in tentative form, which Ordinance has been conveniently available for public inspection for at least 30 days prior to final action thereon;
- (b) A public hearing was held at the Triphahn Center, 1685 W. Higgins, Hoffman Estates, Illinois on the 1<sup>st</sup> day of December 2015 on said Ordinance, notice of said hearing having been given by publication in The Daily Herald, being a newspaper published within this District, at least one week prior to such hearing; and,
- (c) That all other legal requirements for the adoption of the annual Budget and Appropriation Ordinance of this District for the fiscal year beginning January first (1<sup>st</sup>), 2016 and ending on the thirty-first (31<sup>st</sup>) day of December, 2016, have heretofore been performed.

SECTION II. The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2016 and ending the last day of December 2016.

**I. Corporate Fund**

**Beginning Cash** **\$3,264,183**

**Income**

**Administration**

Interfund Charges	\$1,738,865
Property Taxes	\$2,921,000
Investment Income	\$50,000
Advertising Income	\$224,000
Rental Income	\$88,776
Miscellaneous	\$15,000

**Maintenance**

Grant Reimbursement	<u>\$0</u>
<b>Total Corporate Fund Income</b>	<b>\$5,037,641</b>

**Total Corporate Fund Appropriation** **\$8,301,824**

**Budgeted and Appropriated Expenditures**

**Administration**

Interfund Charge	\$149,140
Advertising Expense	\$8,400
Property & Liability Insurance	\$159,075
Employment Insurance	\$144,430
Unemployment Insurance	\$85,000
Loss Prevention	\$6,600
Audit Service	\$22,895
Payroll	\$1,380,612
Employee Benefits	\$561,850
Education & Training	\$15,050
Contracted Services	\$49,000
Service & Rental Agreements	\$55,729
Supplies	\$20,000
Dues & Subscriptions	\$20,225
Administrative Expenses	\$34,470
Utilities	\$11,256
Equipment	\$4,400
Maintenance & Repair	\$0
Technology Equipment	\$69,850

**Maintenance**

Loss Prevention	\$20,625
Payroll	\$1,621,848
Employee Benefits	\$10,000
Education & Training	\$5,400
Contracted Services	\$12,760
Service & Rental Agreements	\$0
Supplies	\$18,500
Dues & Subscriptions	\$2,000
Administrative Expenses	\$3,000
Utilities	\$96,228
Equipment	\$6,000
Equipment Maintenance & Repair	\$83,500
Facility Maintenance & Repair	\$31,098
Property & Field Maintenance	\$128,500
Fuel and Lubricants	<u>\$85,200</u>

**Total Corporate Fund Expenditures** **\$4,922,641**

**Estimated Ending Cash** **\$3,379,183**

**II. Recreation Fund****Beginning Cash** **\$2,393,658****Income****Administration**

Interfund Charges	\$415,213
Property Taxes	\$1,020,000
Investment Income	\$9,608
Field Rentals	\$90,522
Merchandise Resale	\$1,200
Miscellaneous	\$0

**Communications & Marketing**

Corporate Relations Revenue (Sponsorships)	\$0
--	-----

**Triphahn Center**

Rentals	\$35,795
Memberships	\$228,900
Guest Services	\$8,305
General Programs	\$6,000
Fitness Programs	\$8,400

**Willow Recreation Center**

Rentals	\$127,760
Memberships	\$100,904
Guest Services	\$6,040
Court Fees	\$10,515
Merchandise Resale	\$280
Lessons	\$2,350
Leagues	\$3,780
Fitness Programs	\$26,968

**General Leisure Services**

Rentals	\$5,000
General Programs	\$21,771
Daycamps	\$99,958
Dance	\$137,517
Gymnastics	\$91,100
Arts & Crafts	\$5,040
Martial Arts	\$112,294
Special Events	\$15,945

**Senior**

Senior Memberships CCIA	\$8,100
Senior Programs	\$84,200

**Early Childhood**

General Programs	\$53,707
Daycamps	\$250,260
Preschool	\$239,174
Parent/Tot	\$18,373
STAR Program	\$764,824
Child Care	\$305,003

**Youth Baseball & Softball**

Boys Baseball	\$45,160
Girls Softball	\$4,500
Boys Travel Baseball	\$4,140

**Adult Athletics**

General Programs	\$3,440
Basketball Leagues	\$38,000
Softball Leagues	\$15,620
Football Leagues	\$11,080

**Youth Athletics**

General Programs	\$12,010
Athletic Camps	\$21,815
Volleyball	\$8,270
Basketball	\$44,250
Soccer - In House Leagues	\$59,800
Soccer - Travel	\$29,345

**Seascope**

Rentals	\$23,014
Memberships	\$78,775
User Fees	\$117,000
Merchandise Resale	\$100
Concession Rental	\$2,800
General Programs	\$39,870
Special Events	\$2,000

**Ice**

Rentals	\$696,495
Daily Admissions	\$60,800
Concession Rental	\$9,600
Vending	\$10,500
Lessons	\$366,650
Camps	\$29,400
Adult Leagues	\$72,000
Youth Leagues	\$492,300
Special Events	\$3,200

**Total Recreation Fund Income** **\$6,616,740**

**Total Recreation Fund Appropriation** **\$9,010,398**

**Budgeted and Appropriated Expenditures****Administration**

Interfund Charges	\$930,776
Rental Expenses	\$800
Payroll	\$635,842
Employee Benefits	\$1,000
Education & Training	\$8,950
Contracted Services	\$38,216
Service & Rental Agreements	\$18,078
Supplies	\$400
Dues & Subscriptions	\$3,228
Administrative Expenses	\$3,000
Utilities	\$552,924
Equipment	\$5,932
Facility Maintenance & Repair	\$24,197
Credit Card Processing Fees	\$68,500

**Communications & Marketing**

Corporate Relations Expense	\$0
Payroll	\$192,145
Professional Education	\$3,300
Contracted Services	\$4,960
Supplies	\$2,970
Dues & Subscriptions	\$8,757
Postage	\$39,800
Printing & Publication	\$67,910
Advertising	\$7,758

<b>Maintenance</b>	
Payroll	\$196,396
Contracted Services	\$0
Custodial Supplies	\$17,594
<b>Triphahn Center</b>	
Rentals	\$2,847
Guest Services	\$2,080
General Programs	\$4,200
Fitness Program Expense	\$6,119
Payroll	\$109,219
Employee Benefits	\$1,755
Supplies	\$9,000
Promotional Expense	\$1,750
Maintenance & Repair	\$9,749
<b>Willow Recreation Center</b>	
Rental Expense	\$17,565
Memberships	\$3,500
Guest Services	\$1,679
Merchandise Resale	\$254
Lessons	\$1,395
Leagues & Tournaments	\$650
Fitness Wages	\$17,399
Payroll	\$68,945
Employee Benefits	\$1,400
Supplies	\$3,351
Promotional Expense	\$1,516
Equipment	\$2,200
Maintenance & Repair	\$3,575
Facility Maintenance & Repair	\$12,700
<b>General Leisure Services</b>	
Rentals	\$2,960
General Programs	\$12,190
Summer Camps	\$51,021
Dance	\$77,579
Gymnastics	\$66,770
Arts & Crafts	\$3,528
Martial Arts	\$80,064
Vogelei Program Expense	\$5,038
Special Events & Trips	\$43,330
<b>Senior</b>	
Senior Programs	\$71,638
<b>Early Childhood</b>	
General Programs	\$28,793
Daycamps	\$119,026
Preschool	\$137,749
Parent/Tot	\$9,495
STAR Program	\$342,242
Full Day day Care	\$181,242
<b>Youth Baseball &amp; Softball</b>	
Boys Baseball	\$20,155
Girls Softball	\$2,365
<b>Adult Athletics</b>	
General Programs	\$2,408
Basketball Leagues	\$23,277
Softball Leagues	\$7,074
Football Leagues	\$6,679

<b>Youth Athletics</b>		
General Programs		\$7,923
Athletic Camps		\$13,962
Volleyball		\$3,014
Basketball		\$23,987
Soccer - In House Leagues		\$26,696
Soccer - Travel		\$0
<b>Seascope</b>		
General Programs		\$16,122
Special Event		\$850
Payroll		\$158,575
Employee Benefits		\$3,080
Education & Training		\$9,010
Contracted Services		\$5,010
Supplies		\$21,445
Dues & Subscriptions		\$375
Promotional Expense		\$2,500
Utilities		\$90,810
Equipment		\$4,645
Equipment Maintenance & Repair		\$8,872
Facility Maintenance & Repair		\$7,265
<b>Ice</b>		
Debt Service Expense (Debt Payment Transfer)		\$787,500
Rentals		\$3,000
Lessons		\$145,869
Camps		\$13,819
Adult Leagues		\$5,167
Youth Leagues		\$234,220
Special Events		\$0
Payroll		\$420,894
Uniforms		\$1,500
Professional Education		\$500
Contracted Services		\$14,000
Supplies		\$3,360
Dues & Subscriptions		\$525
Mileage Reimbursement		\$600
Promotional Expense		\$3,000
Propane		\$6,600
Equipment		\$1,590
Equipment Maintenance & Repair		\$5,051
Facility Maintenance & Repair		\$3,750
<b>Capital</b>		
Sea Rebuild Pump #5		\$5,750
TC Video Security Upgrades		\$5,000
TC/WRC Fitness Equipment		\$10,000
ICE Compressor Rebuild		\$10,000
VOG AC Unit Replace (2)		\$5,000
WRC Copier Replace		\$5,000
WRC Flooring Carpet/Tile		\$10,000
<b>Total Recreation Fund Expenditures</b>		<b>\$6,516,740</b>
<b>Estimated Ending Cash</b>		<b>\$2,493,658</b>

### III. I.M.R.F. Fund

<b>Beginning Cash</b>	<b>\$260,584</b>
<b><u>Income</u></b>	
Interfund Charges	\$0
Property Taxes	\$565,000
Investment income	\$841
<b>Total I.M.R.F. Fund Income</b>	<b>\$565,841</b>
<b>Total I.M.R.F. Fund Appropriation</b>	<b>\$826,425</b>
<b><u>Budgeted and Appropriated Expenditures</u></b>	
IMRF Interfund Transfers	\$449,841
IMRF Contribution UAAL	\$0
<b>Total I.M.R.F. Fund Expenditures</b>	<b>\$449,841</b>
<b>Estimated Ending Cash</b>	<b>\$376,584</b>

### IV. Debt Service

<b>Beginning Cash</b>	<b>\$3,634,607</b>
<b><u>Income</u></b>	
Interfund Transfers	\$1,465,000
Property Taxes	\$3,275,000
Investment Income	\$20,000
BABs Rebates	\$151,400
Bond Proceeds	<u>\$1,725,000</u>
<b>Total Debt Service Fund Income</b>	<b>\$6,636,400</b>
<b>Total Debt Service Fund Appropriation</b>	<b>\$10,271,007</b>
<b><u>Budgeted and Appropriated Expenditures</u></b>	
Bond Issue Costs	\$33,150
Bond Principal & Interest Payments	<u>\$6,363,250</u>
<b>Total Debt Service Fund Expenditures</b>	<b>\$6,396,400</b>
<b>Estimated Ending Cash</b>	<b>\$3,874,607</b>

### V. Special Recreation

<b>Beginning Cash</b>	<b>\$230,935</b>
<b><u>Income</u></b>	
Interfund Charges	\$100,000
Property Taxes	\$530,000
Investment Income	<u>\$435</u>
<b>Total Special Recreation Fund Income</b>	<b>\$630,435</b>
<b>Total Special Recreation Fund Appropriation</b>	<b>\$861,370</b>

**Budgeted and Appropriated Expenditures**

NWSRA Special Assessment	\$304,575
ADA Priority Expenditures	\$0
Special Recreation Rental Payments	\$85,860
ADA Canterbury	\$72,500
ADA Sheffield	\$30,750
ADA Victoria N	\$94,250
ADA Shoe Factory Bike Trail	<u>\$7,500</u>

**Total Special Recreation Fund Expenditures** **\$595,435**

**Estimated Ending Cash** **\$265,935**

**VI. Social Security Fund**

**Beginning Cash** **\$260,473**

**Income**

Property Taxes	\$565,000
Interest Income	<u>\$2,140</u>
<b>Total Social Security Fund Income</b>	<b>\$567,140</b>

**Total Social Security Fund Appropriation** **\$827,613**

**Budgeted and Appropriated Expenditures**

FICA Interfund Transfers	\$537,140
<b>Total Social Security Fund Expenditures</b>	<b>\$537,140</b>

**Estimated Ending Cash** **\$290,473**

**VII. Prairie Stone Sports & Wellness Fund**

**Beginning Cash** **\$967,490**

**Income**

**Administration**

Interfund Transfers	\$136,657
Investment Income	\$3,000
Rentals	\$227,810
Merchandise Resale	\$4,800

**Fitness**

Rentals	\$6,520
Membership Fees	\$1,925,000
Guest Services	\$191,127
Pro Shop Sales	\$400
Tennis Lessons	\$264,300

**Recreation**

Climbing Wall Programs	\$8,218
Sports Specific Programs	\$16,250
Early Childhood Programs	\$15,990

**Aquatics**

Membership Fees	\$17,000
Daily Fees	\$0
Swim Lessons	<u>\$174,993</u>

**Total Prairie Stone Sports & Wellness Income** **\$2,992,065**

**Total Prairie Stone Sports & Wellness Appropriation** **\$3,959,555**

**Budgeted and Appropriated Expenditures****Administration**

Interfund Transfers	\$756,911
Rental Expense	\$20,923
Payroll	\$673,694
Employee Benefits	\$3,270
Professional Education	\$6,850
Contracted Services	\$8,370
Service Agreements	\$910
Supplies	\$6,085
Dues & Subscriptions	\$23,066
Administrative Expense	\$100
Utilities	\$293,288
Equipment	\$2,400
Credit Card Processing Fees	\$50,000

**Communications & Marketing**

Contracted Marketing	\$5,700
Printing & Publication	\$57,830
Advertising	\$10,900

**Maintenance**

Payroll	\$109,280
Custodial Service	\$135,450
Supplies	\$18,000
Equipment	\$1,000
Equipment Maintenance	\$5,100
Facility Maintenance	\$25,000

**Fitness**

Guest Services	\$145,240
Pro Shop	\$300
Fitness Program Wages	\$124,058
Tennis Lessons	\$186,975
Payroll	\$34,971
Supplies	\$65,994
Equipment Maintenance	\$22,680

**Recreation**

Climbing Wall Expense	\$9,676
Sports Specific Programs	\$9,367
Early Childhood Programs	\$11,180

**Aquatics**

Swim Lessons	\$96,836
Supplies	\$12,891
Equipment Maintenance	\$5,670

**Capital**

Service Desk Carpet Replace	\$5,000
Fitness Equipment	\$25,000
Gym Floor Resurfacing	\$9,600

**Total Prairie Stone Sports & Wellness Expenses** **\$2,979,565**

**Estimated Ending Cash** **\$979,990**

**VIII. Capital Improvement Fund**

<b>Beginning Cash</b>	<b>\$3,467,339</b>
<b><u>Income</u></b>	
<b>General</b>	
Interfund Transfer	\$825
Investment Income	\$14,465
Marquee Sign Adv Revenue	\$0
Bond Proceeds	\$1,000,000
<b>Total Capital Improvement Fund Income</b>	<b>\$1,015,290</b>
<b>Total Capital Improvement Fund Appropriation</b>	<b>\$4,482,629</b>

**Budgeted and Appropriated Expenditures**

**General**

**Administration**

Interfund Transfers	\$114,465
Marquee Sign Adv Expense	\$0
Contracted Services	\$22,825
Replace PARKS 4x4 Pickup	\$32,000
Replace PARKS Skid Steer	\$60,000
Tennis Court Crackfill	\$20,000
Facility Concrete Walk Replace	\$25,000
Parking Lot Patch/Crackfill	\$73,000
PARKS GIS Mapping/Facility Inv	\$85,500
PSSWC Pool Filter Tank Replace	\$125,000
PSSWC Pool RTU10 Replace	\$300,000
PSSWC Pool RTU9 Replace	\$300,000
ICE Shell & Tube Condensor Replace	\$350,000
ADMIN Accounting Software	\$140,000
VOG Barn Flooring Replace	\$12,000
VOG House Furnace (2) Replace	\$8,000
Canterbury Playground Replace	\$77,500
Sheffield Playground Replace	\$74,250
Victoria N Playground Replace	\$95,750
Bergman Property	\$300,000
TC Renovation Arch	\$58,500

**Total Capital Fund Expenditures** **\$2,273,790**

**Estimated Ending Cash** **\$2,208,839**

**IX. Working Cash Fund**

**Beginning Cash** **\$0**

**Income**

Interest Income	\$0
<b>Total Working Cash Fund Income</b>	<b>\$0</b>

**Total Working Cash Fund Appropriation** **\$0**

**Budgeted and Appropriated Expenditures**

**Administration**

Interfund Transfer	\$0
<b>Total Working Cash Fund Expenditures</b>	<b>\$0</b>

**Estimated Ending Cash** **\$0**

**X. Bridges Of Poplar Creek Fund**

<b>Beginning Cash</b>	<b>\$92,134</b>
<b><u>Income</u></b>	
<b>Administration</b>	
Interfund Transfer	\$97,783
Investment Income	\$1,500
Advertising	\$9,450
Rental Income	\$20,180
Vending	\$3,750
Miscellaneous	\$7,500
<b>Food &amp; Beverage</b>	
Rentals	\$51,500
Merchandise Resale - Tobacco	\$2,925
Merchandise Resale - Beverages	\$484,000
Merchandise Resale - Food	\$350,000
Gratuities/Service Charges	\$118,000
<b>Golf Operations</b>	
Rentals	\$411,375
Memberships	\$17,544
Guest Services	\$8,880
Green Fees - Resident	\$58,678
Green Fees - Non-Resident	\$470,134
Merchandise Resale	\$84,175
Lessons	\$33,906
Tournaments & Outings	\$165,042
Driving Range Fees	\$131,815
Ball Retrieval Fee	<u>\$1,300</u>
<b>Total Golf Course Fund income</b>	<b>\$2,529,437</b>
<b>Total Golf Course Fund Appropriation</b>	<b>\$2,621,571</b>

**Budgeted and Appropriated Expenditures**

<b>Administration</b>	
Interfund Transfers	\$232,940
Payroll	\$287,243
Uniforms	\$840
Education & Training	\$850
Contracted Services	\$18,559
Service & Rental Agreements	\$450
Supplies	\$8,800
Dues & Subscriptions	\$10,855
Utilities	\$121,120
Equipment	\$1,500
Facility Maintenance & Repair	\$17,000
Credit Card Processing Fees	\$34,000
<b>Maintenance</b>	
Maintenance Management Services	\$438,612
Employee Benefits	\$1,000
Professional Education	\$1,000
Contracted Services	\$850
Service & Rental Agreements	\$1,200
Supplies	\$3,500
Dues & Subscriptions	\$1,250
Administrative Expenses	\$300
Utilities	\$35,600
Equipment Maintenance & Repair	\$25,500
Facility Maintenance & Repair	\$0
Course Maintenance	\$80,250
Fuel & Lubricants	\$17,000

<b>Food &amp; Beverage</b>	
Rentals	\$4,500
COG Tobacco	\$1,700
COG Food	\$154,880
COG Beverage	\$91,000
Payroll	\$391,495
Uniforms	\$2,750
General Services	\$15,554
Service & Rental Agreements	\$28,500
Supplies	\$20,000
Administrative Expenses	\$1,700
Advertising	\$18,700
Equipment	\$0
Equipment & Repair	\$5,000

<b>Golf Operations</b>	
Rentals	\$6,750
Lightning Passes	\$6,000
Merchandise Resale COGS	\$66,127
Programs	\$9,500
Tournaments & Outings	\$19,534
Payroll	\$161,012
Employee Benefits	\$2,960
Education & Training	\$1,000
Contracted Services	\$1,250
Supplies	\$2,900
Administrative Expenses	\$2,450
Advertising	\$4,500
Equipment	\$3,640
Equipment Maintenance & Repair	\$550

**Capital**

Golf Cart GPS	\$53,664
Electric Golf Carts	\$77,352
BPC Workman Carts (20	\$6,500
BPC Broiler Stove Top	\$20,000
BPC Ball Dispensing Machine	<u>\$7,750</u>
<b>Total Golf Course Fund Expenditures</b>	<b>\$2,529,437</b>

<b>Estimated Ending Cash</b>	<b>\$92,134</b>
------------------------------	-----------------

Recapitulation

I. Total Corporate Fund Appropriation	\$8,301,824
II. Total Recreation Fund Appropriation	\$9,010,398
III. Total IMRF Fund Appropriation	\$826,425
IV. Total Debt Service Fund Appropriation	\$10,271,007
V. Total Special Recreation Fund Appropriation	\$861,370
VI. Total FICA Fund Appropriation	\$827,613
VII. Total Prairie Stone Fund Appropriation	\$3,959,555
VIII. Total Capital Fund Appropriation	\$4,482,629
IX. Total Working Cash Fund Appropriation	\$0
X. Total Golf Course Fund Appropriation	\$2,621,571
 TOTAL ALL FUNDS	 \$41,162,392

SECTION III. The following determinations have been made and are hereby made a part of the aforesaid budget:

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$14,571,403.
- (b) An estimate of the cash expected to be received during the fiscal year from all sources is \$26,590,989.
- (c) An estimate of the expenditures contemplated for the fiscal year is \$27,200,989.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$13,961,403.
- (e) An estimate of the amount of taxes to be received during the fiscal year is \$8,876,000.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2016 and ending December 31, 2016 for the respective purposes set forth.

SECTION IV. All unexpended balances of the appropriations for the fiscal year ended December 31, 2016 and prior years are hereby specifically reappropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

SECTION V. The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

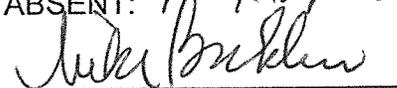
This Ordinance shall be in full force and effect immediately upon its passage.

Passed by the Board of Park Commissioners of the Hoffman Estates Park District this 15<sup>th</sup> day of December, 2015.

AYES: 6 Bickham, Evans, Kilbridge, Kinnane,  
McGinn, Makon

NAYS: 0

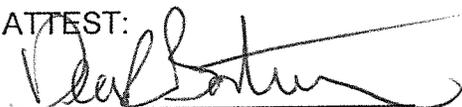
ABSENT: 1 - Kaplan



President

Board of Park Commissioners Hoffman Estates Park District

ATTEST:



Secretary

**CERTIFICATION OF ESTIMATE OF  
REVENUE FOR FISCAL YEAR 2016**

I, Robert Kaplan, do hereby certify that I am the duly qualified Treasurer of the Hoffman Estates Park District and the Chief Fiscal Officer of said Board of Park Commissioner; as such Officer I do further certify that the revenues, by source, anticipated to be received by said District in the fiscal year beginning January 1<sup>st</sup> 2016 and ending on December 31, 2016 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Taxes	\$8,876,000
Interest Earned	101,989
Debt Issuance	2,876,400
Grants, Donations, Sponsorship, Advertising	233,450
Memberships	2,376,223
Program and User Fees	4,423,052
Rentals	1,334,272
Merchandise Resale, Vending & Misc.	127,705
Interfund Charges	3,954,343
Golf Course Operations	2,287,555
<b>TOTAL</b>	<b>\$26,590,989</b>

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said Hoffman Estates Park District this 15th day of December, 2015.

  
\_\_\_\_\_  
Treasurer and Chief Fiscal Officer  
Hoffman Estates Park District

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF COOK            )

CERTIFICATION

I, Dean R. Bostrom, do hereby certify that I am the duly qualified and acting Secretary of the Hoffman Estates Park District in the county and state aforesaid, and as such Secretary, I am the keeper of records and files of the Board of Park Commissioners of said district.

I do further certify that the attached and foregoing is a true and complete copy of the "Combined Annual Budget and Appropriation Ordinance of the Hoffman Estates Park District, Cook County, Illinois for the Fiscal Year beginning January 1<sup>st</sup>, 2016 and ending December 31<sup>st</sup>, 2016", as adopted by the Board of Park Commissioners at its properly convened meeting held on the 15th day of December, 2015.

  
Secretary  
Hoffman Estates Park District

Hoffman Estates Park District  
Chart of Account Structure

General Fund 01

01 10 Administration  
01 20 Maintenance  
01 9# 2015 Capital Projects

Recreation Fund 02

02 10 Administration  
02 15 Communications & Marketing  
02 20 Maintenance  
02 30 Triphahn Center  
02 40 Willow Recreation Center  
02 50 General Programing  
02 55 Senior Programming  
02 60 Early Childhood Programming  
02 65 Youth Baseball & Softball Programming  
02 70 Adult Athletics  
02 75 Youth Athletics  
02 80 Aquatics (Seascape)  
02 85 Ice Arena

IMRF Fund 07

07 10 Administration

Debt Service Fund 08

08 10 Administration  
## Bond Payments/Proceeds (number continues with a new number for each year's bonds)

Special Recreation Fund 09

09 10 Administration  
95 2015 Capital Projects

FICA Fund 10

10 10 Administration

Prairie Stone Sports & Wellness Fund 11

11 10 Administration  
11 15 Communications & Marketing  
11 20 Maintenance  
11 30 Fitness  
11 50 Recreation  
11 80 Aquatics  
11 9# 2015 Capital Projects

Capital Improvements Fund 12

12 10 Administration  
12 95 2015 Capital improvements

Note: 9X Each year the "X" changes to the current year; i.e. 92 is 2012; 93 is 2013

Working Cash Fund 13

13 10 Administration

Bridges of Poplar Creek Fund 14

14 10 83 Facility Maintenance  
14 20 84 Course Maintenance  
14 30 82 Equipment Maintenance/Repair  
14 40 82 Equipment Maintenance/Repair  
14 40 90 Miscellaneous

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 01 GENERAL					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
Totals for dept 10-3400-INTERFUND CHARGES		1,738,865	1,304,154	1,710,974	1,756,080
Totals for dept 10-3500-TAXES		2,921,000	2,747,562	2,928,249	3,008,000
Totals for dept 10-3600-INVESTMENT INCOME		50,000	116,429	50,000	50,000
Totals for dept 10-3800-ADVERTISING		224,000	161,469	230,000	245,000
Totals for dept 10-4000-RENTALS		88,776	67,817	90,780	91,780
Totals for dept 10-9000-MISCELLANEOUS		15,000	39,947	39,947	15,500
TOTAL ESTIMATED REVENUES		5,037,641	4,437,378	5,049,950	5,166,360
APPROPRIATIONS					
Totals for dept 10-3400-INTERFUND CHARGES		149,140	36,855	149,140	54,000
Totals for dept 10-3800-ADVERTISING		8,400	174	500	1,097
Totals for dept 10-6000-PROPERTY & LIABILITY I		159,075	84,907	169,814	165,060
Totals for dept 10-6100-EMPLOYMENT INSURANCE		144,430	70,494	140,988	147,245
Totals for dept 10-6200-UNEMPLOYMENT INSURANCE		85,000	85,058	75,000	100,000
Totals for dept 10-6300-LOSS PREVENTION		6,600	4,044	5,073	6,600
Totals for dept 10-6500-AUDIT SERVICE		22,895	23,895	23,895	25,000
Totals for dept 10-7000-PAYROLL		1,380,612	1,007,293	1,344,835	1,374,980
Totals for dept 10-7100-EMPLOYEE BENEFITS		561,850	415,115	573,850	596,850
Totals for dept 10-7200-EDUCATION/TRAINING		15,050	10,368	12,000	12,250
Totals for dept 10-7300-CONTRACTED SERVICES		49,000	17,808	37,832	43,300
Totals for dept 10-7400-SERVICE/RENTAL AGREEME		55,729	42,921	51,548	62,695
Totals for dept 10-7500-SUPPLIES		20,000	11,668	18,000	20,000
Totals for dept 10-7600-PROFESSIONAL DUES/SUBS		20,225	24,973	26,271	21,530
Totals for dept 10-7800-ADMINISTRATIVE		34,470	12,163	24,970	34,525
Totals for dept 10-8000-UTILITIES		11,256	6,924	9,235	10,680
Totals for dept 10-8100-EQUIPMENT		4,400	2,058	2,100	3,350
Totals for dept 10-8900-TECHNOLOGY		69,850	31,540	40,000	46,530
Totals for dept 10-9000-MISCELLANEOUS			1,455	2,200	
TOTAL APPROPRIATIONS		2,797,982	1,849,713	2,707,251	2,725,692
NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION		2,239,659	2,587,665	2,342,699	2,440,668
Function: MAINTENANCE					
APPROPRIATIONS					
Totals for dept 20-6300-LOSS PREVENTION		20,625	8,215	22,000	24,000
Totals for dept 20-7000-PAYROLL		1,621,848	1,111,183	1,452,349	1,593,982
Totals for dept 20-7100-EMPLOYEE BENEFITS		10,000	7,828	10,000	10,002
Totals for dept 20-7200-EDUCATION/TRAINING		5,400	4,385	5,400	5,400
Totals for dept 20-7300-CONTRACTED SERVICES		12,760	10,835	17,284	16,784
Totals for dept 20-7500-SUPPLIES		18,500	10,057	18,500	18,500
Totals for dept 20-7600-PROFESSIONAL DUES/SUBS		2,000	1,365	2,000	2,000
Totals for dept 20-7800-ADMINISTRATIVE		3,000	2,045	3,000	3,000
Totals for dept 20-8000-UTILITIES		96,228	74,250	101,250	107,000
Totals for dept 20-8100-EQUIPMENT		6,000	5,351	6,000	10,500
Totals for dept 20-8200-EQUIPMENT MAINTENANCE/R		83,500	77,450	86,500	83,500
Totals for dept 20-8300-FACILITY MAINTENANCE/R		31,098	14,770	25,000	20,000
Totals for dept 20-8400-PROPERTY MAINTENANCE		128,500	110,073	128,416	115,000
Totals for dept 20-8500-FUEL/LUBRICANTS		85,200	47,301	65,000	70,000
TOTAL APPROPRIATIONS		2,124,659	1,485,108	1,942,699	2,079,668
NET OF REVENUES/APPROPRIATIONS - MAINTENANCE		(2,124,659)	(1,485,108)	(1,942,699)	(2,079,668)
Function: CAPITAL PROJECTS					

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 01 GENERAL					
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
	Totals for dept 97-0120-HEPD PARKING LOT CAMER				75,000
	Totals for dept 97-0130-VSI RECTRAC V3 UPGRADE				20,000
	Totals for dept 97-0140-FABBRINI LAKE AERATOR				6,000
	Totals for dept 97-0150-HP VM SERVER HOST/STOR				35,000
	TOTAL APPROPRIATIONS				136,000
	NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS				(136,000)
	NET OF REVENUES/APPROPRIATIONS - FUND 01	115,000	1,102,557	400,000	225,000
	BEGINNING FUND BALANCE	3,224,496	3,224,496	3,224,496	3,624,496
	ENDING FUND BALANCE	3,339,496	4,327,053	3,624,496	3,849,496

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3400-INTERFUND CHARGES	415,213	311,427	408,480	447,304
	Totals for dept 10-3500-TAXES	1,020,000	964,814	1,030,000	1,040,000
	Totals for dept 10-3600-INVESTMENT INCOME	9,608			
	Totals for dept 10-3900-GRANT REIMBURSEMENT		3,220	3,220	3,220
	Totals for dept 10-4000-RENTALS	90,522	63,720	80,771	82,384
	Totals for dept 10-4500-MERCHANDISE RESALE	1,200	1,037	1,281	1,300
	Totals for dept 10-9000-MISCELLANEOUS		2,866	2,866	
	<b>TOTAL ESTIMATED REVENUES</b>	<b>1,536,543</b>	<b>1,347,084</b>	<b>1,526,618</b>	<b>1,574,208</b>
APPROPRIATIONS					
	Totals for dept 10-3400-INTERFUND CHARGES	930,776	698,085	930,780	952,302
	Totals for dept 10-4000-RENTALS	800			
	Totals for dept 10-7000-PAYROLL	635,842	462,293	608,036	732,218
	Totals for dept 10-7100-EMPLOYEE BENEFITS	1,000	992	992	1,000
	Totals for dept 10-7200-EDUCATION/TRAINING	8,950	6,261		9,800
	Totals for dept 10-7300-CONTRACTED SERVICES	38,216	28,046	38,748	39,936
	Totals for dept 10-7400-SERVICE/RENTAL AGREEME	18,078	15,512	23,268	24,000
	Totals for dept 10-7500-SUPPLIES	400			
	Totals for dept 10-7600-PROFESSIONAL DUES/SUBS	3,228	1,793	1,793	1,800
	Totals for dept 10-7800-ADMINISTRATIVE	3,000	64	90	100
	Totals for dept 10-8000-UTILITIES	552,924	397,099	535,830	548,956
	Totals for dept 10-8100-EQUIPMENT	5,932	4,698	4,650	4,470
	Totals for dept 10-8300-FACILITY MAINTENANCE/R	24,197	42,337	57,023	42,550
	Totals for dept 10-9000-MISCELLANEOUS	68,500	53,998	69,600	70,700
	<b>TOTAL APPROPRIATIONS</b>	<b>2,291,843</b>	<b>1,711,178</b>	<b>2,270,810</b>	<b>2,427,832</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION</b>	<b>(755,300)</b>	<b>(364,094)</b>	<b>(744,192)</b>	<b>(853,624)</b>
Function: C&M					
APPROPRIATIONS					
	Totals for dept 15-7000-PAYROLL	192,145	134,755	184,860	226,015
	Totals for dept 15-7200-EDUCATION/TRAINING	3,300	2,619	3,300	3,450
	Totals for dept 15-7300-CONTRACTED SERVICES	4,960	2,861	5,078	5,513
	Totals for dept 15-7500-SUPPLIES	2,970	1,968	2,970	3,310
	Totals for dept 15-7600-PROFESSIONAL DUES/SUBS	8,757	8,583	9,610	9,592
	Totals for dept 15-7700-POSTAGE	39,800	32,635	41,200	41,300
	Totals for dept 15-7800-PRINTING/PUBLICATION	67,910	51,503	67,146	67,200
	Totals for dept 15-7900-ADVERTISING/PROMOTIONA	7,758	3,893	6,259	6,510
	<b>TOTAL APPROPRIATIONS</b>	<b>327,600</b>	<b>238,817</b>	<b>320,423</b>	<b>362,890</b>
	<b>NET OF REVENUES/APPROPRIATIONS - C&amp;M</b>	<b>(327,600)</b>	<b>(238,817)</b>	<b>(320,423)</b>	<b>(362,890)</b>
Function: MAINTENANCE					
APPROPRIATIONS					
	Totals for dept 20-7000-PAYROLL	196,396	156,946	205,384	205,188
	Totals for dept 20-7500-SUPPLIES	17,594	10,400	17,000	16,736
	<b>TOTAL APPROPRIATIONS</b>	<b>213,990</b>	<b>167,346</b>	<b>222,384</b>	<b>221,924</b>
	<b>NET OF REVENUES/APPROPRIATIONS - MAINTENANCE</b>	<b>(213,990)</b>	<b>(167,346)</b>	<b>(222,384)</b>	<b>(221,924)</b>
Function: TRIPHAHN CENTER					
ESTIMATED REVENUES					
	Totals for dept 32-4000-RENTALS	35,795	32,148	33,892	47,263

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: TRIPHAHN CENTER					
ESTIMATED REVENUES					
	Totals for dept 32-4100-MEMBERSHIPS	228,900	169,113	222,201	227,760
	Totals for dept 32-4200-GUEST SERVICES	8,305	4,134	5,563	6,738
	Totals for dept 32-5000-GENERAL PROGRAMS	6,000			
	Totals for dept 32-5300-FITNESS PROGRAMS	8,400	7,466	9,500	9,408
	<b>TOTAL ESTIMATED REVENUES</b>	<b>287,400</b>	<b>212,861</b>	<b>271,156</b>	<b>291,169</b>
APPROPRIATIONS					
	Totals for dept 32-4000-RENTALS	2,847	619	827	3,703
	Totals for dept 32-4200-GUEST SERVICES	2,080	879	1,169	1,936
	Totals for dept 32-5000-GENERAL PROGRAMS	4,200	1,000	1,000	
	Totals for dept 32-5300-FITNESS PROGRAMS	6,119	4,162	5,507	6,330
	Totals for dept 32-7000-PAYROLL	109,219	79,100	106,128	109,990
	Totals for dept 32-7100-EMPLOYEE BENEFITS	1,755	1,256	1,600	2,090
	Totals for dept 32-7500-SUPPLIES	9,000	7,905	9,000	11,145
	Totals for dept 32-7900-ADVERTISING/PROMOTIONA	1,750	1,230	1,600	1,796
	Totals for dept 32-8200-EQUIPMENT MAINTENANCE/	9,749	7,487	9,749	7,800
	<b>TOTAL APPROPRIATIONS</b>	<b>146,719</b>	<b>103,638</b>	<b>136,580</b>	<b>144,790</b>
	<b>NET OF REVENUES/APPROPRIATIONS - TRIPHAHN CENTER</b>	<b>140,681</b>	<b>109,223</b>	<b>134,576</b>	<b>146,379</b>
Function: WILLOW REC CENTER					
ESTIMATED REVENUES					
	Totals for dept 34-4000-RENTALS	127,760	96,747	125,655	106,708
	Totals for dept 34-4100-MEMBERSHIPS	100,904	72,360	95,150	98,212
	Totals for dept 34-4200-GUEST SERVICES	6,040	2,976	3,875	4,404
	Totals for dept 34-4300-COURTS	10,515	6,992	9,600	9,951
	Totals for dept 34-4500-MERCHANDISE RESALE	280	134	225	240
	Totals for dept 34-5000-GENERAL PROGRAMS			3,000	3,375
	Totals for dept 34-5100-LESSONS	2,350	1,041	1,450	1,440
	Totals for dept 34-5200-LEAGUES/TOURNAMENTS	3,780	2,987	4,285	4,392
	Totals for dept 34-5300-FITNESS PROGRAMS	26,968	17,682	20,356	21,804
	<b>TOTAL ESTIMATED REVENUES</b>	<b>278,597</b>	<b>200,919</b>	<b>263,596</b>	<b>250,526</b>
APPROPRIATIONS					
	Totals for dept 34-4000-RENTALS	17,565	10,974	14,668	9,286
	Totals for dept 34-4100-MEMBERSHIPS	3,500	2,170	3,200	3,950
	Totals for dept 34-4200-GUEST SERVICES	1,679	592	840	1,157
	Totals for dept 34-4500-MERCHANDISE RESALE	254		250	240
	Totals for dept 34-5000-GENERAL PROGRAMS			2,100	2,562
	Totals for dept 34-5100-LESSONS	1,395	493	1,755	1,773
	Totals for dept 34-5200-LEAGUES/TOURNAMENTS	650	210	470	510
	Totals for dept 34-5300-FITNESS PROGRAMS	17,399	10,770	13,873	14,872
	Totals for dept 34-7000-PAYROLL	68,945	55,926	73,996	76,609
	Totals for dept 34-7100-EMPLOYEE BENEFITS	1,400	1,349	1,349	1,850
	Totals for dept 34-7500-SUPPLIES	3,351	2,180	2,500	3,354
	Totals for dept 34-7900-ADVERTISING/PROMOTIONA	1,516	914	1,200	1,968
	Totals for dept 34-8100-EQUIPMENT	2,200	150	1,020	4,530
	Totals for dept 34-8200-EQUIPMENT MAINTENANCE/	3,575	2,744	4,185	3,720
	Totals for dept 34-8300-FACILITY MAINTENANCE/R	12,700	4,757	7,500	12,920
	<b>TOTAL APPROPRIATIONS</b>	<b>136,129</b>	<b>93,229</b>	<b>128,906</b>	<b>139,301</b>
	<b>NET OF REVENUES/APPROPRIATIONS - WILLOW REC CENTE</b>	<b>142,468</b>	<b>107,690</b>	<b>134,690</b>	<b>111,225</b>

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: GENERAL PROGRAMMING					
ESTIMATED REVENUES					
	Totals for dept 50-4000-RENTALS	5,000	3,850	3,850	4,180
	Totals for dept 50-5000-GENERAL PROGRAMS	21,771	23,911	33,101	22,203
	Totals for dept 50-5100-DAY CAMPS	99,958	139,905	139,905	154,832
	Totals for dept 50-5300-GYMNASTICS	91,100	67,742	91,302	91,123
	Totals for dept 50-5400-ARTS AND CRAFTS	5,040	3,660	4,225	4,096
	Totals for dept 50-5500-MARTIAL ARTS	112,294	91,860	113,276	116,380
	Totals for dept 50-5900-SPECIAL EVENTS	15,945	14,414	21,134	22,345
	Totals for dept 50-6100-DANCE	137,517	93,865	119,996	126,259
	Totals for dept 50-6200-ARCHERY				13,608
	<b>TOTAL ESTIMATED REVENUES</b>	<b>488,625</b>	<b>439,207</b>	<b>526,789</b>	<b>555,026</b>
APPROPRIATIONS					
	Totals for dept 50-4000-RENTALS	2,960	3,302	3,345	4,196
	Totals for dept 50-5000-GENERAL PROGRAMS	12,189	13,161	16,558	13,276
	Totals for dept 50-5100-DAY CAMPS	51,021	75,399	76,396	78,905
	Totals for dept 50-5300-GYMNASTICS	66,770	47,191	64,217	66,786
	Totals for dept 50-5400-ARTS AND CRAFTS	3,528	1,936	2,536	2,867
	Totals for dept 50-5500-MARTIAL ARTS	80,065	57,129	79,787	80,064
	Totals for dept 50-5800-VOGELI PRGM/EVENTS	5,038	3,451	5,177	5,290
	Totals for dept 50-5900-SPECIAL EVENTS	43,330	32,920	41,730	46,439
	Totals for dept 50-6100-DANCE	77,579	55,788	70,255	70,427
	Totals for dept 50-6200-ARCHERY				9,526
	<b>TOTAL APPROPRIATIONS</b>	<b>342,480</b>	<b>290,277</b>	<b>360,001</b>	<b>377,776</b>
	<b>NET OF REVENUES/APPROPRIATIONS - GENERAL PROGRAMM</b>	<b>146,145</b>	<b>148,930</b>	<b>166,788</b>	<b>177,250</b>
Function: SENIOR					
ESTIMATED REVENUES					
	Totals for dept 55-4100-MEMBERSHIPS	8,100	6,149	8,198	19,200
	Totals for dept 55-5000-SENIOR PROGRAMS	84,200	92,291	111,852	120,194
	<b>TOTAL ESTIMATED REVENUES</b>	<b>92,300</b>	<b>98,440</b>	<b>120,050</b>	<b>139,394</b>
APPROPRIATIONS					
	Totals for dept 55-5000-SENIOR PROGRAMS	71,638	76,161	86,341	89,474
	<b>TOTAL APPROPRIATIONS</b>	<b>71,638</b>	<b>76,161</b>	<b>86,341</b>	<b>89,474</b>
	<b>NET OF REVENUES/APPROPRIATIONS - SENIOR</b>	<b>20,662</b>	<b>22,279</b>	<b>33,709</b>	<b>49,920</b>
Function: EARLY CHILDHOOD					
ESTIMATED REVENUES					
	Totals for dept 60-5000-GENERAL PROGRAMS	53,707	36,477	47,180	55,950
	Totals for dept 60-5100-DAY CAMPS	250,260	307,915	307,819	330,445
	Totals for dept 60-5200-PRESCHOOL	239,174	176,695	260,402	291,910
	Totals for dept 60-5300-PARENT/TOT	18,373	12,359	17,090	18,525
	Totals for dept 60-5400-STAR	764,824	536,872	809,634	808,099
	Totals for dept 60-5500-ELC	305,003	277,186	380,000	441,868
	<b>TOTAL ESTIMATED REVENUES</b>	<b>1,631,341</b>	<b>1,347,504</b>	<b>1,822,125</b>	<b>1,946,797</b>
APPROPRIATIONS					
	Totals for dept 60-5000-GENERAL PROGRAMS	28,793	21,864	32,529	35,018
	Totals for dept 60-5100-DAY CAMPS	119,025	145,859	150,408	155,756
	Totals for dept 60-5200-PRESCHOOL	137,748	108,245	160,946	161,433
	Totals for dept 60-5300-PARENT/TOT	9,495	5,165	8,392	9,007

User: lcotshott

DB: Hoffman Estates

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: EARLY CHILDHOOD					
APPROPRIATIONS					
	Totals for dept 60-5400-STAR	342,241	242,082	367,061	364,893
	Totals for dept 60-5500-ELC	181,245	154,799	204,311	225,774
	<b>TOTAL APPROPRIATIONS</b>	<b>818,547</b>	<b>678,014</b>	<b>923,647</b>	<b>951,881</b>
	<b>NET OF REVENUES/APPROPRIATIONS - EARLY CHILDHOOD</b>	<b>812,794</b>	<b>669,490</b>	<b>898,478</b>	<b>994,916</b>
Function: ADULT ATHLETICS					
ESTIMATED REVENUES					
	Totals for dept 70-5000-GENERAL PROGRAMS	3,440	8,572	10,500	10,815
	Totals for dept 70-5300-BASKETBALL LEAGUES	38,000	18,745	23,785	24,480
	Totals for dept 70-5400-SOFTBALL LEAGUES	15,620	12,582	14,540	15,190
	Totals for dept 70-5500-FOOTBALL LEAGUES	11,080	900	3,750	9,000
	<b>TOTAL ESTIMATED REVENUES</b>	<b>68,140</b>	<b>40,799</b>	<b>52,575</b>	<b>59,485</b>
APPROPRIATIONS					
	Totals for dept 70-5000-GENERAL PROGRAMS	2,408	6,745	8,431	8,684
	Totals for dept 70-5300-BASKETBALL LEAGUES	23,277	14,947	18,812	17,780
	Totals for dept 70-5400-SOFTBALL LEAGUES	7,074	4,067	5,959	7,070
	Totals for dept 70-5500-FOOTBALL LEAGUES	6,679	141	2,342	5,126
	<b>TOTAL APPROPRIATIONS</b>	<b>39,438</b>	<b>25,900</b>	<b>35,544</b>	<b>38,660</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADULT ATHLETICS</b>	<b>28,702</b>	<b>14,899</b>	<b>17,031</b>	<b>20,825</b>
Function: YOUTH ATHLETICS					
ESTIMATED REVENUES					
	Totals for dept 75-5000-GENERAL PROGRAMS	12,010	17,105	20,757	24,960
	Totals for dept 75-5100-ATHLETIC CAMPS	21,815	905	905	905
	Totals for dept 75-5200-VOLLEYBALL	8,270		5,760	6,000
	Totals for dept 75-5300-BASKETBALL	44,250	27,092	38,092	43,800
	Totals for dept 75-5400-BASEBALL	49,300	46,243	46,243	46,965
	Totals for dept 75-5500-SOFTBALL	4,500	4,280	4,280	3,900
	Totals for dept 75-5600-SOCCER	89,145	108,079	191,346	156,518
	<b>TOTAL ESTIMATED REVENUES</b>	<b>229,290</b>	<b>203,704</b>	<b>307,383</b>	<b>283,048</b>
APPROPRIATIONS					
	Totals for dept 75-5000-GENERAL PROGRAMS	7,923	8,102	12,165	41,155
	Totals for dept 75-5100-ATHLETIC CAMPS	13,962			
	Totals for dept 75-5200-VOLLEYBALL	3,014		1,297	1,687
	Totals for dept 75-5300-BASKETBALL	23,987	20,531	24,531	22,429
	Totals for dept 75-5400-BASEBALL	20,155	15,593	16,793	19,506
	Totals for dept 75-5500-SOFTBALL	2,365	2,148	2,148	1,935
	Totals for dept 75-5600-SOCCER	26,696	100,703	135,014	91,916
	<b>TOTAL APPROPRIATIONS</b>	<b>98,102</b>	<b>147,077</b>	<b>191,948</b>	<b>178,628</b>
	<b>NET OF REVENUES/APPROPRIATIONS - YOUTH ATHLETICS</b>	<b>131,188</b>	<b>56,627</b>	<b>115,435</b>	<b>104,420</b>
Function: AQUATICS					
ESTIMATED REVENUES					
	Totals for dept 80-4000-RENTALS	23,014	18,484	18,484	20,580
	Totals for dept 80-4100-MEMBERSHIPS	78,775	78,165	78,165	78,350
	Totals for dept 80-4300-DAILY FEES	117,000	144,940	144,940	136,100
	Totals for dept 80-4500-MERCHANDISE RESALE	100	18	18	25
	Totals for dept 80-4600-CONCESSION SALES/RENTA	2,800	2,670	2,670	2,670

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: AQUATICS					
ESTIMATED REVENUES					
	Totals for dept 80-5000-LESSONS	39,870	37,520	37,520	40,500
	Totals for dept 80-5900-SPECIAL EVENTS	2,000	1,873	1,873	1,980
	<b>TOTAL ESTIMATED REVENUES</b>	<b>263,559</b>	<b>283,670</b>	<b>283,670</b>	<b>280,205</b>
APPROPRIATIONS					
	Totals for dept 80-5000-LESSONS	16,122	12,161	12,161	16,363
	Totals for dept 80-5900-SPECIAL EVENTS	850	706	706	710
	Totals for dept 80-7000-PAYROLL	158,575	170,307	179,907	195,911
	Totals for dept 80-7100-EMPLOYEE BENEFITS	3,080	2,751	2,751	3,530
	Totals for dept 80-7200-EDUCATION/TRAINING	9,010	9,916	9,916	9,945
	Totals for dept 80-7300-CONTRACTED SERVICES	5,010	4,039	4,642	5,040
	Totals for dept 80-7500-SUPPLIES	21,445	18,200	18,170	19,281
	Totals for dept 80-7600-PROFESSIONAL DUES/SUBS	375	450	450	450
	Totals for dept 80-7900-ADVERTISING/PROMOTIONA	2,500			2,300
	Totals for dept 80-8000-UTILITIES	90,810	83,674	87,760	91,044
	Totals for dept 80-8100-EQUIPMENT	4,645	4,472	4,472	6,900
	Totals for dept 80-8200-EQUIPMENT MAINTENANCE/	8,872	3,857	3,857	8,360
	Totals for dept 80-8300-FACILITY MAINTENANCE/R	7,265	12,556	12,556	10,000
	<b>TOTAL APPROPRIATIONS</b>	<b>328,559</b>	<b>323,089</b>	<b>337,348</b>	<b>369,834</b>
	<b>NET OF REVENUES/APPROPRIATIONS - AQUATICS</b>	<b>(65,000)</b>	<b>(39,419)</b>	<b>(53,678)</b>	<b>(89,629)</b>
Function: ICE					
ESTIMATED REVENUES					
	Totals for dept 85-4000-RENTALS	696,495	475,280	750,485	766,400
	Totals for dept 85-4300-DAILY FEES	60,800	31,671	43,000	47,000
	Totals for dept 85-4500-MERCHANDISE RESALE	9,600	6,600	9,075	9,720
	Totals for dept 85-4600-CONCESSION SALES/RENTA	10,500	5,370	7,400	7,800
	Totals for dept 85-5000-LESSONS	366,650	219,310	284,715	352,360
	Totals for dept 85-5100-CAMPS	29,400	21,161	22,350	52,000
	Totals for dept 85-5300-ADULT LEAGUES	72,000	112,842	131,300	120,000
	Totals for dept 85-5500-YOUTH LEAGUES	492,300	246,076	415,000	435,200
	Totals for dept 85-5900-SPECIAL EVENTS	3,200	664	3,500	3,600
	<b>TOTAL ESTIMATED REVENUES</b>	<b>1,740,945</b>	<b>1,118,974</b>	<b>1,666,825</b>	<b>1,794,080</b>
APPROPRIATIONS					
	Totals for dept 85-3400-INTERFUND CHARGES	787,500	590,625	787,500	800,000
	Totals for dept 85-4000-RENTALS	3,000	91	750	4,950
	Totals for dept 85-5000-LESSONS	145,869	59,616	84,031	110,257
	Totals for dept 85-5100-CAMPS	13,819	10,168	14,317	19,915
	Totals for dept 85-5300-ADULT LEAGUES	5,167	12,381	18,219	13,137
	Totals for dept 85-5500-YOUTH LEAGUES	234,220	86,604	128,585	131,607
	Totals for dept 85-7000-PAYROLL	420,894	302,203	397,354	420,692
	Totals for dept 85-7100-EMPLOYEE BENEFITS	1,500		1,500	1,500
	Totals for dept 85-7200-EDUCATION/TRAINING	500	189	189	500
	Totals for dept 85-7300-CONTRACTED SERVICES	14,000	14,730	16,410	19,800
	Totals for dept 85-7500-SUPPLIES	3,360		2,150	2,800
	Totals for dept 85-7600-PROFESSIONAL DUES/SUBS	525	225	225	300
	Totals for dept 85-7800-ADMIN/MILEAGE REIMBURS	600	171	350	600
	Totals for dept 85-7900-ADVERTISING/PROMOTIONA	3,000		600	2,400
	Totals for dept 85-8000-UTILITIES	6,600	4,078	7,000	8,400
	Totals for dept 85-8100-EQUIPMENT	1,590		500	7,000
	Totals for dept 85-8200-EQUIPMENT MAINTENANCE/	5,051	793	1,400	7,120

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 02 RECREATION					
Function: ICE					
APPROPRIATIONS					
	Totals for dept 85-8300-FACILITY MAINTENANCE/R	3,750	4,414	6,000	4,720
	TOTAL APPROPRIATIONS	1,650,945	1,086,288	1,467,080	1,555,698
	NET OF REVENUES/APPROPRIATIONS - ICE	90,000	32,686	199,745	238,382
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
	Totals for dept 96-0100-SEA REBUILD PUMP #5	5,750	6,985	6,985	
	Totals for dept 96-0200-TC VIDEO SECURITY UPGRADE	5,000			
	Totals for dept 96-0300-TC/WRC FITNESS EQUIPMENT	10,000			
	Totals for dept 96-0400-ICE ARENA COMPRESSOR REBUILD	10,000	10,150	10,150	10,250
	Totals for dept 96-0500-VOG HOUSE A/C UNIT (2) RPLC	5,000	2,640	2,640	
	Totals for dept 96-0600-WRC COPIER REPLACE	5,000	5,000	5,000	
	Totals for dept 96-0700-WRC MEETING ROOM CARPET/TILE	10,000		10,000	
	Totals for dept 96-0800-SEA SPRINKLER SYSTEM		5,043	75,000	
	Totals for dept 97-0235-ICE 100HP CONDENSOR				6,000
	Totals for dept 97-0250-ICE/WRC GYM SOUND SYST				9,000
	Totals for dept 97-0255-TC/WRC FITNESS EQUIPME				10,000
	Totals for dept 97-0260-WRC GYM/DANCE FLOOR RE				5,000
	Totals for dept 97-2400-TC RENOVATION				975,000
	TOTAL APPROPRIATIONS	50,750	29,818	109,775	1,015,250
	NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS	(50,750)	(29,818)	(109,775)	(1,015,250)
	NET OF REVENUES/APPROPRIATIONS - FUND 02	100,000	322,330	250,000	(700,000)
	BEGINNING FUND BALANCE	2,578,724	2,578,724	2,578,724	2,828,724
	ENDING FUND BALANCE	2,678,724	2,901,054	2,828,724	2,128,724

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 07 IMRF					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3500-TAXES	565,000	535,477	585,000	518,000
	Totals for dept 10-3600-INVESTMENT INCOME	841		1,945	2,501
	TOTAL ESTIMATED REVENUES	565,841	535,477	586,945	520,501
APPROPRIATIONS					
	Totals for dept 10-3400-INTERFUND CHARGES	449,841	337,392	432,945	420,501
	TOTAL APPROPRIATIONS	449,841	337,392	432,945	420,501
	NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION	116,000	198,085	154,000	100,000
	NET OF REVENUES/APPROPRIATIONS - FUND 07	116,000	198,085	154,000	100,000
	BEGINNING FUND BALANCE	338,096	338,096	338,096	492,096
	ENDING FUND BALANCE	454,096	536,181	492,096	592,096

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 08 DEBT SERVICE					
Function: BOND PAYMENTS					
APPROPRIATIONS					
	Totals for dept 09-0060-2006 LTD BOND ISSUE	240,000	120,000	5,040,000	
	Totals for dept 09-0101-2010A ALT BOND ISSUE	466,268	233,134	466,268	466,268
	Totals for dept 09-0102-2010B ALT BOND ISSUE	1,038,880	519,440	1,038,880	1,038,880
	Totals for dept 09-0103-2010C BOND ISSUE	269,302	37,151	269,302	266,892
	Totals for dept 09-0131-2013 ALT BOND ISSUE	809,738	404,869	809,738	809,738
	Totals for dept 09-0141-2014 ALT BOND ISSUE	719,062	309,531	719,062	717,063
	Totals for dept 09-0150-2015 LTD BOND ISSUE	2,820,000	13,950	2,817,900	
	Totals for dept 09-0160-2016 LTD BOND ISSUE				3,082,875
	<b>TOTAL APPROPRIATIONS</b>	<b>6,363,250</b>	<b>1,638,075</b>	<b>11,161,150</b>	<b>6,381,716</b>
	<b>NET OF REVENUES/APPROPRIATIONS - BOND PAYMENTS</b>	<b>(6,363,250)</b>	<b>(1,638,075)</b>	<b>(11,161,150)</b>	<b>(6,381,716)</b>
Function: BOND PROCEEDS					
ESTIMATED REVENUES					
	Totals for dept 08-0101-BAB REBATE	151,400			
	Totals for dept 08-0160-2016 LTD BOND ISSUE	1,725,000		6,767,500	
	Totals for dept 08-0170-2017 LTD BOND ISSUE				1,820,000
	<b>TOTAL ESTIMATED REVENUES</b>	<b>1,876,400</b>		<b>6,767,500</b>	<b>1,820,000</b>
	<b>NET OF REVENUES/APPROPRIATIONS - BOND PROCEEDS</b>	<b>1,876,400</b>		<b>6,767,500</b>	<b>1,820,000</b>
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3400-INTERFUND CHARGES	1,465,000	1,102,500	1,365,000	1,500,000
	Totals for dept 10-3500-TAXES	3,295,000	3,135,767	3,340,500	3,360,000
	<b>TOTAL ESTIMATED REVENUES</b>	<b>4,760,000</b>	<b>4,238,267</b>	<b>4,705,500</b>	<b>4,860,000</b>
APPROPRIATIONS					
	Totals for dept 10-0150-2015 LTD BOND ISSUE	33,150			
	Totals for dept 10-0160-2016 LTD BOND ISSUE			166,850	
	Totals for dept 10-0170-2017 LTD BOND ISSUE				33,284
	<b>TOTAL APPROPRIATIONS</b>	<b>33,150</b>		<b>166,850</b>	<b>33,284</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION</b>	<b>4,726,850</b>	<b>4,238,267</b>	<b>4,538,650</b>	<b>4,826,716</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 08</b>	<b>240,000</b>	<b>2,600,192</b>	<b>145,000</b>	<b>265,000</b>
	BEGINNING FUND BALANCE	3,927,498	3,927,498	3,927,498	4,072,498
	ENDING FUND BALANCE	4,167,498	6,527,690	4,072,498	4,337,498

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 09 SPECIAL RECREATION					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3400-INTERFUND CHARGES	100,000			
	Totals for dept 10-3500-TAXES	530,000	477,041	474,000	590,000
	Totals for dept 10-3600-INVESTMENT INCOME	435		611	500
	<b>TOTAL ESTIMATED REVENUES</b>	<b>630,435</b>	<b>477,041</b>	<b>474,611</b>	<b>590,500</b>
APPROPRIATIONS					
	Totals for dept 10-6400-SPECIAL ASSESSMENT	304,575	304,573	304,573	298,200
	Totals for dept 10-6450-SPECIAL REC RENTAL ALL	85,860	64,395	85,860	85,860
	<b>TOTAL APPROPRIATIONS</b>	<b>390,435</b>	<b>368,968</b>	<b>390,433</b>	<b>384,060</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION</b>	<b>240,000</b>	<b>108,073</b>	<b>84,178</b>	<b>206,440</b>
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
	Totals for dept 96-1900-ADA-CANTERBURY PLAYGROUND RPLC	72,500	62,271	62,271	
	Totals for dept 96-2000-ADA-SHEFFIELD PLAYGROUND RPLC	30,750	28,644	28,644	
	Totals for dept 96-2100-ADA-VICTORIA N PLAYGROUND RPLC	94,250	93,263	93,263	
	Totals for dept 96-2200-ADA-SHOE FACTORY BIKE TRAIL	7,500			
	Totals for dept 97-0100-SEA CONCRETE WALKWAY				9,000
	Totals for dept 97-0200-SHOE FACTORY BIKE TRAI				7,500
	Totals for dept 97-0300-VICTORIA SOUTH PATH RE				17,500
	Totals for dept 97-0500-COLONY PLAYGROUND RPLC				7,500
	Totals for dept 97-0600-VICTORIA S PLAYGROUND				31,440
	Totals for dept 97-0700-EVERGREEN PATH REPAIR				38,500
	<b>TOTAL APPROPRIATIONS</b>	<b>205,000</b>	<b>184,178</b>	<b>184,178</b>	<b>111,440</b>
	<b>NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS</b>	<b>(205,000)</b>	<b>(184,178)</b>	<b>(184,178)</b>	<b>(111,440)</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 09</b>	<b>35,000</b>	<b>(76,105)</b>	<b>(100,000)</b>	<b>95,000</b>
	BEGINNING FUND BALANCE	252,393	252,393	252,393	152,393
	ENDING FUND BALANCE	287,393	176,288	152,393	247,393

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 10 FICA					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3500-TAXES	565,000	535,477	585,000	620,000
	Totals for dept 10-3600-INVESTMENT INCOME	2,140		2,193	1,025
	TOTAL ESTIMATED REVENUES	567,140	535,477	587,193	621,025
APPROPRIATIONS					
	Totals for dept 10-3400-INTERFUND CHARGES	537,140	402,867	512,193	571,025
	TOTAL APPROPRIATIONS	537,140	402,867	512,193	571,025
	NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION	30,000	132,610	75,000	50,000
	NET OF REVENUES/APPROPRIATIONS - FUND 10	30,000	132,610	75,000	50,000
	BEGINNING FUND BALANCE	312,801	312,801	312,801	387,801
	ENDING FUND BALANCE	342,801	445,411	387,801	437,801

User: lcotshott

DB: Hoffman Estates

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 11 PSSWC					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3400-INTERFUND CHARGES	136,657	102,501	132,768	123,626
	Totals for dept 10-3600-INVESTMENT INCOME	3,000			
	Totals for dept 10-4000-RENTALS	227,810	171,862	227,000	227,180
	Totals for dept 10-4500-MERCHANDISE RESALE	4,800	3,123	4,233	4,200
	Totals for dept 10-9000-MISCELLANEOUS		39	29	
	<b>TOTAL ESTIMATED REVENUES</b>	<b>372,267</b>	<b>277,525</b>	<b>364,030</b>	<b>355,006</b>
APPROPRIATIONS					
	Totals for dept 10-3400-INTERFUND CHARGES	756,911	567,693	756,911	765,374
	Totals for dept 10-4000-RENTALS	20,923	9,955	14,919	8,848
	Totals for dept 10-7000-PAYROLL	673,694	504,166	673,190	650,092
	Totals for dept 10-7100-EMPLOYEE BENEFITS	3,270	411	750	1,500
	Totals for dept 10-7200-EDUCATION/TRAINING	6,850	3,194	5,500	5,050
	Totals for dept 10-7300-CONTRACTED SERVICES	8,370	6,439	8,400	8,430
	Totals for dept 10-7400-SERVICE/RENTAL AGREEME	910	363	720	720
	Totals for dept 10-7500-SUPPLIES	6,085	5,170	5,800	5,600
	Totals for dept 10-7600-PROFESSIONAL DUES/SUBS	23,066	18,592	24,921	25,108
	Totals for dept 10-7800-ADMINISTRATIVE	100	46	50	
	Totals for dept 10-8000-UTILITIES	293,288	182,553	259,600	258,180
	Totals for dept 10-8100-EQUIPMENT	2,400	908	1,000	
	Totals for dept 10-9000-MISCELLANEOUS	50,000	37,752	50,700	51,742
	<b>TOTAL APPROPRIATIONS</b>	<b>1,845,867</b>	<b>1,337,242</b>	<b>1,802,461</b>	<b>1,780,644</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION</b>	<b>(1,473,600)</b>	<b>(1,059,717)</b>	<b>(1,438,431)</b>	<b>(1,425,638)</b>
Function: C&M					
APPROPRIATIONS					
	Totals for dept 15-7300-CONTRACTED SERVICES	5,700	5,010	5,770	4,680
	Totals for dept 15-7800-PRINTING/PUBLICATION	57,830	26,418	47,500	46,500
	Totals for dept 15-7900-ADVERTISING/PROMOTIONA	10,900	6,662	10,590	9,350
	<b>TOTAL APPROPRIATIONS</b>	<b>74,430</b>	<b>38,090</b>	<b>63,860</b>	<b>60,530</b>
	<b>NET OF REVENUES/APPROPRIATIONS - C&amp;M</b>	<b>(74,430)</b>	<b>(38,090)</b>	<b>(63,860)</b>	<b>(60,530)</b>
Function: MAINTENANCE					
APPROPRIATIONS					
	Totals for dept 20-7000-PAYROLL	109,280	84,415	109,041	111,497
	Totals for dept 20-7300-CONTRACTED SERVICES	135,450	101,588	135,450	135,450
	Totals for dept 20-7500-SUPPLIES	18,000	5,119	8,500	9,000
	Totals for dept 20-8100-EQUIPMENT	1,000		545	600
	Totals for dept 20-8200-EQUIPMENT MAINTENANCE/	5,100	7,005	8,000	7,400
	Totals for dept 20-8300-FACILITY MAINTENANCE/R	25,000	40,377	46,040	39,820
	<b>TOTAL APPROPRIATIONS</b>	<b>293,830</b>	<b>238,504</b>	<b>307,576</b>	<b>303,767</b>
	<b>NET OF REVENUES/APPROPRIATIONS - MAINTENANCE</b>	<b>(293,830)</b>	<b>(238,504)</b>	<b>(307,576)</b>	<b>(303,767)</b>
Function: PSSWC FITNESS					
ESTIMATED REVENUES					
	Totals for dept 30-4000-RENTALS	6,520	4,031	5,506	6,000
	Totals for dept 30-4100-MEMBERSHIPS	1,925,000	1,409,413	1,842,450	1,828,000
	Totals for dept 30-4200-GUEST SERVICES	191,127	135,923	178,085	194,255
	Totals for dept 30-4500-PRO SHOP	400	51	51	
	Totals for dept 30-5100-TENNIS	264,300	206,182	273,338	278,070

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 11 PSSWC					
Function: PSSWC FITNESS					
ESTIMATED REVENUES					
TOTAL ESTIMATED REVENUES		2,387,347	1,755,600	2,299,430	2,306,325
APPROPRIATIONS					
Totals for dept 30-4200-GUEST SERVICES		145,239	111,004	146,940	151,524
Totals for dept 30-4500-PRO SHOP		300			
Totals for dept 30-5000-GENERAL PROGRAMS		124,058	84,946	122,359	106,116
Totals for dept 30-5100-TENNIS		186,975	141,478	193,504	196,853
Totals for dept 30-7000-PAYROLL		34,971	25,753	35,165	21,784
Totals for dept 30-7500-SUPPLIES		65,994	53,031	71,000	64,500
Totals for dept 30-8100-EQUIPMENT					1,500
Totals for dept 30-8200-EQUIPMENT MAINTENANCE/		22,680	25,702	30,837	25,000
TOTAL APPROPRIATIONS		580,217	441,914	599,805	567,277
NET OF REVENUES/APPROPRIATIONS - PSSWC FITNESS		1,807,130	1,313,686	1,699,625	1,739,048
Function: GENERAL PROGRAMMING					
ESTIMATED REVENUES					
Totals for dept 50-5000-GENERAL PROGRAMS		8,218	7,823	9,400	12,000
Totals for dept 50-5200-SPORTS PROGRAMS		16,250	7,904	10,594	11,950
Totals for dept 50-6000-EARLY CHILDHOOD		15,990	14,794	17,356	18,288
TOTAL ESTIMATED REVENUES		40,458	30,521	37,350	42,238
APPROPRIATIONS					
Totals for dept 50-5000-GENERAL PROGRAMS		9,676	8,587	9,787	9,024
Totals for dept 50-5200-SPORTS PROGRAMS		9,367	4,419	6,473	7,960
Totals for dept 50-6000-EARLY CHILDHOOD		11,180	9,574	11,614	12,391
TOTAL APPROPRIATIONS		30,223	22,580	27,874	29,375
NET OF REVENUES/APPROPRIATIONS - GENERAL PROGRAMM		10,235	7,941	9,476	12,863
Function: AQUATICS					
ESTIMATED REVENUES					
Totals for dept 80-4100-MEMBERSHIPS		17,000	10,991	15,249	15,782
Totals for dept 80-5000-LESSONS		174,993	92,186	128,625	181,331
TOTAL ESTIMATED REVENUES		191,993	103,177	143,874	197,113
APPROPRIATIONS					
Totals for dept 80-5000-LESSONS		96,836	48,755	63,618	86,189
Totals for dept 80-7500-SUPPLIES		12,892	7,091	10,600	11,700
Totals for dept 80-7600-PROFESSIONAL DUES/SUBS			580	580	600
Totals for dept 80-8200-EQUIPMENT MAINTENANCE/		5,670	14,706	15,500	8,000
TOTAL APPROPRIATIONS		115,398	71,132	90,298	106,489
NET OF REVENUES/APPROPRIATIONS - AQUATICS		76,595	32,045	53,576	90,624
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
Totals for dept 96-PSSWC SERVICE DESK CARPET RPLC		5,000		5,000	
Totals for dept 96-PSSWC FITNESS EQUIPMENT RPLC		25,000	14,810	14,810	
Totals for dept 96-PSSWC GYM FLOOR RESURFACING		9,600		8,000	
Totals for dept 97-1120-PS FITNESS EQUIPMENT					25,000
Totals for dept 97-1130-PS COPIER					7,500
Totals for dept 97-1140-CAFE RECONSTRUCTION					10,500

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 11 PSSWC					
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
Totals for dept 97-1150-PS GYM FLOOR RESURFACE					9,600
TOTAL APPROPRIATIONS		39,600	14,810	27,810	52,600
NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS		(39,600)	(14,810)	(27,810)	(52,600)
NET OF REVENUES/APPROPRIATIONS - FUND 11		12,500	2,551	(75,000)	
BEGINNING FUND BALANCE		1,039,966	1,039,966	1,039,966	964,966
ENDING FUND BALANCE		1,052,466	1,042,517	964,966	964,966

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 12 CAPITAL					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
	Totals for dept 10-3400-INTERFUND CHARGES	825	621	15	314
	Totals for dept 10-3600-INVESTMENT INCOME	14,465		14,585	15,000
	Totals for dept 10-3900-GRANT REIMBURSEMENT				3,000
	Totals for dept 10-4100-BOND	1,000,000		1,795,000	800,000
	<b>TOTAL ESTIMATED REVENUES</b>	<b>1,015,290</b>	<b>621</b>	<b>1,809,600</b>	<b>818,314</b>
APPROPRIATIONS					
	Totals for dept 10-3400-INTERFUND CHARGES	114,465	86,319	114,465	117,348
	Totals for dept 10-7300-CONTRACTED SERVICES	22,825	5,112	6,467	18,066
	<b>TOTAL APPROPRIATIONS</b>	<b>137,290</b>	<b>91,431</b>	<b>120,932</b>	<b>135,414</b>
	<b>NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION</b>	<b>878,000</b>	<b>(90,810)</b>	<b>1,688,668</b>	<b>682,900</b>
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
	Totals for dept 95-1700-HVAC CAPITAL		7,736		
	Totals for dept 96-0200-PARKS 4X4 PICK-UP RPLC	32,000	30,177	30,177	
	Totals for dept 96-0300-PARKS SKID STEER RPLC	60,000		57,532	
	Totals for dept 96-0400-TENNIS COURT CRACKFILL/COLOR	20,000	19,775	19,775	
	Totals for dept 96-0500-FACILITY CONCRETE WALK RPLC	25,000	12,080	15,250	
	Totals for dept 96-0600-FACILITY LOT PATCH/CRACKFILL	73,000	66,932	66,932	
	Totals for dept 96-0700-GIS MAPPING & FACILITY INV	85,500	79,884	85,500	
	Totals for dept 96-1000-PSSWC POOL FILTER TANKS	125,000	148,341	148,341	
	Totals for dept 96-1100-PSSWC RTU-10 ACT POOL RPLC	300,000	287,262	287,262	
	Totals for dept 96-1200-PSSWC RTU-9 LAP POOL RPLC	300,000	241,894	241,894	
	Totals for dept 96-1400-ICE SHELL/TUBE/TOWER CONDENSOR	350,000	348,016	348,016	
	Totals for dept 96-1500-ACCOUNTING SOFTWARE	140,000	92,460	140,000	
	Totals for dept 96-1700-VOG BARN FLOORING RPLC	12,000			
	Totals for dept 96-1800-VOG HOUSE FURNACE (2) RPLC	8,000			
	Totals for dept 96-1900-CANTERBURY PLAYGROUND RPLC	77,500	50,849	50,849	
	Totals for dept 96-2000-SHEFFIELD PLAYGROUND RPLC	74,250	60,801	74,250	
	Totals for dept 96-2100-VICTORIA N PLAYGROUND RPLC	95,750	78,136	78,136	
	Totals for dept 96-2300-BERGMANN PROPERTY	300,000	300,000	300,000	
	Totals for dept 96-2400-TC RENOVATION ARCH	58,500	79,159	100,000	20,000
	Totals for dept 96-2500-TC MOLD REMEDIATION		24,754	24,754	
	Totals for dept 97-0300-VICTORIA SOUTH PATH RE				10,700
	Totals for dept 97-0400-WESTBURY PATH REPAIR				23,000
	Totals for dept 97-0500-COLONY PLAYGROUND RPLC				42,500
	Totals for dept 97-0600-VICTORIA S PLAYGROUND				74,300
	Totals for dept 97-0700-EVERGREEN PATH REPAIR				53,500
	Totals for dept 97-0800-BPC GREENS KING VI				60,000
	Totals for dept 97-0900-MAINT GRACO RIDING STR				14,000
	Totals for dept 97-1100-MAINT TORO Z-TURN MOWE				20,000
	Totals for dept 97-1300-MAINT CHEVY PICKUP				33,000
	Totals for dept 97-1500-MAINT CHEVY EXTENDED C				35,000
	Totals for dept 97-1600-MAINT CHEVY 1-TON PICK				39,300
	Totals for dept 97-1700-EISENHOWER TRACK RESUR				60,000
	Totals for dept 97-1800-PARKING LOT PATCH				103,000
	Totals for dept 97-1900-MAINT FUEL PUMP RPLC				28,000
	Totals for dept 97-2100-COURT CRACKFILL				45,000
	Totals for dept 97-2300-SEA SAND PLAY AREA				46,300
	Totals for dept 97-2500-PSSWC TENNIS COURT RES				20,300
	Totals for dept 97-2600-PSSWC ROOF RTU 4/5/8				27,000

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 12 CAPITAL					
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
	Totals for dept 97-2700-BPC GOLF CART PURCHASE				475,000
	Totals for dept 97-2800-CHINO PARK GARDENS				5,000
	Totals for dept 97-2900-WRC GYM RTU-1				23,000
	Totals for dept 97-3000-WRC RTU-6				25,000
	TOTAL APPROPRIATIONS	2,136,500	1,985,788	2,068,668	1,282,900
	NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS	(2,136,500)	(1,985,788)	(2,068,668)	(1,282,900)
	NET OF REVENUES/APPROPRIATIONS - FUND 12	(1,258,500)	(2,076,598)	(380,000)	(600,000)
	BEGINNING FUND BALANCE	3,275,444	3,275,444	3,275,444	2,895,444
	ENDING FUND BALANCE	2,016,944	1,198,846	2,895,444	2,295,444

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 14 BPC					
Function: ADMINISTRATION					
ESTIMATED REVENUES					
Totals for dept 10-3400-INTERFUND CHARGES		97,783	73,341	95,263	133,692
Totals for dept 10-3600-INVESTMENT INCOME		1,500		1,500	1,500
Totals for dept 10-3800-ADVERTISING		9,450	2,022	2,022	3,450
Totals for dept 10-3900-GRANT REIMBURSEMENT			8,278	8,278	
Totals for dept 10-4000-RENTALS		20,180	6,885	20,180	20,180
Totals for dept 10-4600-CONCESSIONS		3,750	2,019	2,019	
Totals for dept 10-9000-MISCELLANEOUS		7,500	5,384	5,500	7,500
TOTAL ESTIMATED REVENUES		140,163	97,929	134,762	166,322
APPROPRIATIONS					
Totals for dept 10-3400-INTERFUND CHARGES		232,940	174,708	232,940	280,466
Totals for dept 10-7000-PAYROLL		287,243	219,889	284,730	263,212
Totals for dept 10-7100-EMPLOYEE BENEFITS		840	1,110	1,110	826
Totals for dept 10-7200-EDUCATION/TRAINING		850	746	746	1,200
Totals for dept 10-7300-CONTRACTED SERVICES		18,559	14,482	18,913	19,199
Totals for dept 10-7400-SERVICE/RENTAL AGREEME		450	123	300	300
Totals for dept 10-7500-SUPPLIES		8,800	7,384	8,260	7,600
Totals for dept 10-7600-PROFESSIONAL DUES/SUBS		10,855	10,276	11,255	12,725
Totals for dept 10-7800-ADMINISTRATIVE			45	45	
Totals for dept 10-8000-UTILITIES		121,120	105,471	127,920	121,820
Totals for dept 10-8100-EQUIPMENT		1,500	555	555	3,500
Totals for dept 10-8300-FACILITY MAINTENANCE/R		17,000	21,913	23,500	20,500
Totals for dept 10-9000-MISCELLANEOUS		34,000	31,656	36,123	37,000
TOTAL APPROPRIATIONS		734,157	588,358	746,397	768,348
NET OF REVENUES/APPROPRIATIONS - ADMINISTRATION		(593,994)	(490,429)	(611,635)	(602,026)
Function: MAINTENANCE					
APPROPRIATIONS					
Totals for dept 20-6000-MANAGEMENT		438,612	305,224	413,230	
Totals for dept 20-7000-PAYROLL					360,642
Totals for dept 20-7100-EMPLOYEE BENEFITS		1,000	1,191	1,192	1,496
Totals for dept 20-7200-EDUCATION/TRAINING		1,000	959	1,210	2,500
Totals for dept 20-7300-CONTRACTED SERVICES		850	451	1,201	5,470
Totals for dept 20-7400-SERVICE/RENTAL AGREEME		1,200		1,900	2,600
Totals for dept 20-7500-SUPPLIES		3,500	4,435	4,996	2,878
Totals for dept 20-7600-PROFESSIONAL DUES/SUBS		1,250	1,210	1,210	4,850
Totals for dept 20-7800-ADMINISTRATIVE		300	275	275	
Totals for dept 20-8000-UTILITIES		35,600	20,981	29,251	28,460
Totals for dept 20-8100-EQUIPMENT					500
Totals for dept 20-8200-EQUIPMENT MAINTENANCE/		25,500	31,334	35,482	26,700
Totals for dept 20-8300-FACILITY MAINTENANCE/R					6,000
Totals for dept 20-8400-PROPERTY MAINTENANCE		80,250	85,415	88,416	86,280
Totals for dept 20-8500-FUEL/LUBRICANTS		17,000	9,048	12,548	16,920
TOTAL APPROPRIATIONS		606,062	460,523	590,911	545,296
NET OF REVENUES/APPROPRIATIONS - MAINTENANCE		(606,062)	(460,523)	(590,911)	(545,296)
Function: GOLF OPERATIONS					
ESTIMATED REVENUES					
Totals for dept 40-4000-RENTALS		411,375	367,034	411,906	405,800
Totals for dept 40-4100-MEMBERSHIPS		17,544	13,464	13,464	13,273
Totals for dept 40-4200-GUEST SERVICES		8,880	8,275	9,875	19,680

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 14 BPC					
Function: GOLF OPERATIONS					
ESTIMATED REVENUES					
Totals for dept 40-4300-GREENS FEES - RES		58,678	76,731	83,976	79,817
Totals for dept 40-4400-GREENS FEES - NON		470,134	369,074	408,173	401,398
Totals for dept 40-4500-MERCHANDISE RESALE		84,175	84,400	97,200	91,650
Totals for dept 40-5000-GENERAL PROGRAMS		33,906	29,750	30,102	34,055
Totals for dept 40-5100-TOURNAMENTS		165,042	135,458	159,850	157,700
Totals for dept 40-5200-DRIVING RANGE FEES		131,815	120,924	130,815	132,415
Totals for dept 40-9000-MISCELLANEOUS		1,300	1,692	1,690	1,500
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,382,849</b>	<b>1,206,802</b>	<b>1,347,051</b>	<b>1,337,288</b>
APPROPRIATIONS					
Totals for dept 40-4000-RENTALS		6,750	4,296	4,700	4,500
Totals for dept 40-4200-GUEST SERVICES		6,000	5,292	7,000	15,000
Totals for dept 40-4500-MERCHANDISE RESALE		66,127	64,037	70,967	68,529
Totals for dept 40-5000-GENERAL PROGRAMS		9,500	16,184	16,202	16,570
Totals for dept 40-5100-TOURNAMENTS		19,534	8,915	25,000	19,378
Totals for dept 40-7000-PAYROLL		161,012	132,102	155,731	162,961
Totals for dept 40-7100-EMPLOYEE BENEFITS		2,960	2,792	2,792	2,930
Totals for dept 40-7200-EDUCATION/TRAINING		1,000	1,049	1,049	1,150
Totals for dept 40-7300-CONTRACTED SERVICES		1,250	990	1,600	1,750
Totals for dept 40-7500-SUPPLIES		2,900	1,454	1,454	2,414
Totals for dept 40-7800-ADMINISTRATIVE		2,450	2,012	2,012	2,300
Totals for dept 40-7900-ADVERTISING/PROMOTIONA		4,500	1,903	1,903	2,250
Totals for dept 40-8100-EQUIPMENT		3,640	3,133	1,514	16,000
Totals for dept 40-8200-EQUIPMENT MAINTENANCE/		550			500
<b>TOTAL APPROPRIATIONS</b>		<b>288,173</b>	<b>244,159</b>	<b>291,924</b>	<b>316,232</b>
<b>NET OF REVENUES/APPROPRIATIONS - GOLF OPERATIONS</b>		<b>1,094,676</b>	<b>962,643</b>	<b>1,055,127</b>	<b>1,021,056</b>
Function: FOOD & BEVERAGE					
ESTIMATED REVENUES					
Totals for dept 45-4000-RENTALS		51,500	31,510	35,840	26,000
Totals for dept 45-4500-TOBACCO		2,925	2,074	2,074	2,750
Totals for dept 45-4600-FOOD		484,000	387,116	452,250	450,000
Totals for dept 45-4700-BEVERAGE		350,000	323,203	347,000	343,000
Totals for dept 45-4900-GRATUITIES		118,000	86,662	104,500	105,000
Totals for dept 45-9000-MISCELLANEOUS			30	29	
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,006,425</b>	<b>830,595</b>	<b>941,693</b>	<b>926,750</b>
APPROPRIATIONS					
Totals for dept 45-4000-RENTALS		4,500	3,522	3,900	3,500
Totals for dept 45-4500-TOBACCO		1,700	909	909	1,600
Totals for dept 45-4600-FOOD		154,880	123,838	149,243	148,500
Totals for dept 45-4700-BEVERAGE		91,000	78,312	90,220	89,180
Totals for dept 45-7000-PAYROLL		391,495	295,723	366,206	391,420
Totals for dept 45-7100-EMPLOYEE BENEFITS		2,750	2,072	2,072	2,876
Totals for dept 45-7300-CONTRACTED SERVICES		15,554	9,517	14,500	20,420
Totals for dept 45-7400-SERVICE/RENTAL AGREEME		28,500	20,396	25,040	25,000
Totals for dept 45-7500-SUPPLIES		20,000	14,435	16,871	18,830
Totals for dept 45-7800-ADMINISTRATIVE		1,700	176	176	2,050
Totals for dept 45-7900-ADVERTISING/PROMOTIONA		18,700	21,778	24,378	17,608
Totals for dept 45-8100-EQUIPMENT					6,500
Totals for dept 45-8200-EQUIPMENT MAINTENANCE/		5,000	1,498	1,500	3,000
<b>TOTAL APPROPRIATIONS</b>		<b>735,779</b>	<b>572,176</b>	<b>695,015</b>	<b>730,484</b>

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 FINANCE REQUEST BUDGET
Fund: 14 BPC					
Function: FOOD & BEVERAGE					
NET OF REVENUES/APPROPRIATIONS - FOOD & BEVERAGE		270,646	258,419	246,678	196,266
Function: CAPITAL PROJECTS					
APPROPRIATIONS					
Totals for dept 90-0010-LEASE AGREEMENT		53,664	54,059	53,664	30,000
Totals for dept 90-0020-LEASE AGREEMENT		77,352	64,458	77,352	
Totals for dept 96-BPC STOVE TOP OVEN RPLC		6,500	6,770	6,770	
Totals for dept 96-BPC UTILITY VEHICLE W/LIFT		20,000	18,559	18,559	
Totals for dept 96-BPC RANGE BALL DISPENSER		7,750	7,136	7,136	
Totals for dept 96-BPC TANK REMOVAL			8,278	8,278	
Totals for dept 97-3800-BPC BUNKER RENOVATION					40,000
TOTAL APPROPRIATIONS		165,266	159,260	171,759	70,000
NET OF REVENUES/APPROPRIATIONS - CAPITAL PROJECTS		(165,266)	(159,260)	(171,759)	(70,000)
NET OF REVENUES/APPROPRIATIONS - FUND 14			110,850	(72,500)	
BEGINNING FUND BALANCE		101,542	101,542	101,542	29,042
ENDING FUND BALANCE		101,542	212,392	29,042	29,042
ESTIMATED REVENUES - ALL FUNDS		26,590,989	19,819,572	32,090,276	26,901,680
APPROPRIATIONS - ALL FUNDS		27,200,989	17,503,100	31,693,776	27,466,680
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(610,000)	2,316,472	396,500	(565,000)
BEGINNING FUND BALANCE - ALL FUNDS		15,050,961	15,050,961	15,050,961	15,447,461
ENDING FUND BALANCE - ALL FUNDS		14,440,961	17,367,433	15,447,461	14,882,461

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
1157 DESIGN CONCEPTS								
	17066	01-10-7800-5030	COMMISSIONER EXPENSE	GENERAL	ADMINSTRATION	BEST OF THE BEST OF HOFFMAN PLATES	INVOICE	150.18
200 X 85 LLC								
	20175092	02-02-0700-2781	NWHL/PW RED-GARSTECKI 15	RECREATION	LIABILITIES	PEEWEE RED WINTER FROST OUTDOOR R CHECK		200.00
7-ELEVEN								
	130524	14-10-7200-5000	PROFESSIONAL EDUCATION	BPC	ADMINSTRATION	GAS FOR RENTAL CAR	AMEX	22.34
A HORN INC								
	20164711	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		MASONARY WORK AS PER PROPOSAL 10/7 INVOICE		9,595.80
ABILITY PEST CONTROL								
	1969	11-10-7300-5000	PROFESSIONAL SERVICES	PSSWC	ADMINSTRATION	PS-PEST CONTROL SERVICES ; JAN, 1 MO	INVOICE	185.00
ACCURATE INDUSTRIES								
	283536	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-STEAM ROOMS, Q1 PREVENTATIVE MA	INVOICE	398.00
	283536	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-EUCALYPTUS (Q1, 5 GAL EACH CONTAI	INVOICE	188.55
	283536	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-CELENOIDS (PARTS FOR REPAIR-2)	INVOICE	738.20
	283536	11-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	FREIGHT CHARGES	INVOICE	33.95
								\$1,358.70
ACCURATE INDUSTRIES INC								
	283440	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- MEN'S STEAM RM, LABOR (Q1)	INVOICE	129.00
	283440	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-SENSOR, THERMOSTAT (Q1)	INVOICE	98.95
	283440	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-SENSOR GUARD (Q1)	INVOICE	158.71
	283440	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-FREIGHT (Q1)	INVOICE	26.00
								\$412.66
ACE TRANSMISSION INC								
	23578	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	TRANSMISSION REPAIRED VAN #518	INVOICE	645.00
ACUSHNET COMPANY								
	903472903	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	CUSTOM PUTTER(1)	CHECK	257.61
	903472903	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	EARLY PAY DISCOUNT	CHECK	(5.00)
	906520151	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	716 AP2 IRONS (8)	CHECK	888.00
	906520151	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	CHECK	15.37
	906520151	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	EARLY PAY DISCOUNT	CHECK	(17.76)

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	903549402	14-40-4500-5130	PRO SHOP - GOLF BAGS (COGS)	BPC	GOLF OPERATIONS	DOUBLE STRAP GOLF BAG (1)	CHECK	138.00
	903549402	14-40-4500-5130	PRO SHOP - GOLF BAGS (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	CHECK	15.00
	903549402	14-40-4500-5130	PRO SHOP - GOLF BAGS (COGS)	BPC	GOLF OPERATIONS	EARLY PAY DISCOUNT	CHECK	(2.76)
	903602960	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	FJ HYDROLITE RAIN JACKET (1)	CHECK	92.50
	903602960	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	DJ PERF LT PANTS (1)	CHECK	60.00
	903602960	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	CHECK	7.99
	903602960	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	EARLY PAY DISCOUNT	CHECK	(3.05)
								\$1,445.90
ADDISON BUILDING MATERIAL								
	848049	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- KEY SINGLE CUT REGULAR (10)	INVOICE	18.90
ADOBE CREATE SUITE								
	076932785	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	ADOBE DESIGN SOFTWARE - 3 LICENSES	AMEX	223.09
ADVENTURE REALM								
	0009881	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	ADVENTURE REALM FT 1/27 QTY 60	AMEX	539.40
	0009881	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	SQUIRE GROUP PACKAGE QTY 1	AMEX	89.90
	0009881	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	EXTRA 30 MINUTES NON-PROFIT QTY 70	AMEX	139.30
	0009881	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	PIZZA SLICE AND POP QTY 80	AMEX	73.20
	0009881	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	ADVENTURE REALM DEPOSIT PO 2016458	AMEX	(201.72)
								\$640.08
AHAI OFFCIATING COMMITTE								
	NWL	02-85-5500-5000	YTH HOCKEY-WOLFPACK EXP	RECREATION	ICE	REFEREES - 38 GAMES WOLF PACK	CHECK	2,362.00
AHAI REGISTRATION								
	ILH0189	02-85-5500-5000	YTH HOCKEY-WOLFPACK EXP	RECREATION	ICE	(1) 12U GIRLS TRAVEL PERMIT	CHECK	50.00
ALBERTO ALVARADO								
	012125110484	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	WORK BOOTS-ALVARADO	CHECK	154.00
ALDI								
	011635	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 GALLONS MILK @ \$2.20 EACH - ELC	AMEX	4.40
ALEX MOSOFF								
	20175533	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	NWHL SQT GREY HOLLAND TOURNY HOTE	CHECK	136.56
	20175533	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	NWHL SQT GRET HANDWARMERS	CHECK	21.79

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
							\$158.35
ALEXIAN BROTHERS							
615825	01-10-6300-5010	LOSS PREVENTION EXAMS	GENERAL	ADMINSTRATION	EMPLOYEE DRUG SCREENING(6)-DEC	CHECK	648.00
ALLDATA							
306012	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	ANNUAL ONLINE REPAIR/DIAGNOSTICS 2	AMEX	1,500.00
ALPHABET SOUP PRODUCTIONS							
156217-G1	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC FT 2/8 DEPOSIT 20 KIDS@\$3.75P/P	CHECK	75.00
156217-G1	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC FT 2/8 DEPOSIT 2 ADULTS@\$3.75P/P	CHECK	7.50
156217-G1	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/8 DEPOSIT 20 KIDS@\$3.75P/P	CHECK	75.00
156217-G1	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/8 DEPOSIT 6 ADULTS@\$3.75P/P	CHECK	22.50
186217-G1*	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/7 DEPOSIT 60 KIDS @ \$3.75P/P	CHECK	225.00
186217-G1*	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/7 DEPOSIT 13 ADULTS@\$3.75P/P	CHECK	48.75
20175507	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/7 - REMAINING BAL 73 @ \$7.50 P	CHECK	547.50
20175507	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/7 50% DEPOSIT PAID 1/12/17	CHECK	(273.75)
20175508	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC FT 2/8 REMAINING BAL - 23@\$7.50 P	CHECK	172.50
20175508	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC FT 2/8 50% DEPOSIT PAID 1/12	CHECK	(86.25)
20175508	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/8 REMAINING BAL - 25@ \$7.50 PE	CHECK	187.50
20175508	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 2/8 50% DEPOSIT PAID 1/12	CHECK	(93.75)
							\$907.50
AMAZON.COM INC							
20175296	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS MACGREGOR BBALL, OFFICIAL SIZE(Q6	AMEX	120.00
20175296	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS 30 PACK, GLUE STICKS (Q1)	AMEX	3.86
20175296	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS 152 PACK CRAYOLA CRAYONS (Q2)	AMEX	29.10
7844255	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	DIP BELT (1) FITNESS FLOOR EQUIPMENT	AMEX	28.95
7844255	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	GLUTE KICKBACK STRAP(2) FIT FLR EQUIP	AMEX	39.90
3951439	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	ICE CLEATS	AMEX	18.95
20175299	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS PKG OF (12) 70 COUNT BAGGIES (Q1)	AMEX	28.32
20175299	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS BX O/500 EA 3/4" TYVEK WRSTBNDS(Q	AMEX	64.14
20175299	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS BABY WALKER FOR KIDS KORNER (Q1)	AMEX	48.00
							\$381.22
AMERICAN FIRST AID SERVICES							
45168	02-85-5000-5000	SUPPLIES & EQUIPMENT	RECREATION	ICE	FIRST AID SUPPLY RESTCK FOR ICE RNK A	INVOICE	44.90
46102	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	1 BOX BAND AIDS, TWEEZERS	INVOICE	10.10
46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-3/4"X3" ADHESIVE STRIPS (1 BX, 75/B	INVOICE	5.60
46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS- JUNIOR ADHESIVE STRIPS (1BX,50/BX	INVOICE	4.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-FINGERTIP BANDAGES (1BX, 40/BX)	INVOICE	6.70
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-FINGERTIP BANDAGES, XL (2 BXS, 25/	INVOICE	12.60
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-KNUCKLE BANDAGES (1 BX, 40/BX)	INVOICE	6.70
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-ELASTIC STRIPS (3 BXS, 50/BOX)	INVOICE	15.75
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-ADHESIVE TAPE (1)	INVOICE	4.70
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS- ROLLS OF GAUZE (3)	INVOICE	5.55
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-ANTISEPTIC SPRAY (2)	INVOICE	11.70
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-BLOOD STOPPER SPRAY (1)	INVOICE	11.00
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-OINTMENT PACKET (1 BX, 25/BX)	INVOICE	6.55
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-THERA-TEARS, 4 PACK/CONTAINR	INVOICE	5.85
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-COMPRESSION BLOOD STOPPER	INVOICE	6.00
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-TOURN KIT	INVOICE	4.55
	46343	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS-SLPNTR PROBE	INVOICE	4.10
								\$166.35
AMERICAN SOCIETY OF LANDSCAPE								
	113662	01-10-7600-5000	PROFESSIONAL DUES/SUBSCRIPTION	GENERAL	ADMINSTRATION	ANNUAL MEMBERSHIP ASLA G BUCZKOWS	AMEX	455.00
AMERIZON WIRELESS								
	20370824120	14-10-8100-5000	EQUIPMENT	BPC	ADMINSTRATION	2 WAY RADIO (10)	AMEX	1,999.50
	20370824120	14-10-8100-5000	EQUIPMENT	BPC	ADMINSTRATION	MULIT UNIT CHARGING RACK (2)	AMEX	245.00
	20370824120	14-10-8100-5000	EQUIPMENT	BPC	ADMINSTRATION	EXTRA BATTERY PACK (5)	AMEX	159.40
								\$2,403.90
AMPERAGE ELECTRICSL SUPPLY								
	0704932	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	6 RACQUETBALL COURT LIGHT BULBS	AMEX	78.00
	0704610	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	2 CASES (80 BULBS) FLUORESCENT BULBS	AMEX	240.00
								\$318.00
AMZO ZIP MAILING SERVICES INC								
	24484	02-15-7700-5010	BULK RATE POSTAGE	RECREATION	C&M	SPRING GUIDE & SUMM CAMP PLAN POST	CHECK	8,610.82
ANCEL, GLINK, DIAMOND, BUSH,								
	01/17	01-10-7300-5030	ATTORNEY FEES	GENERAL	ADMINSTRATION	ATTORNEY FEES-JAN	INVOICE	1,245.77
ANDERSON LOCK COMPANY								
	0931567	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - PADDLE HANDLE PARTS (1)	INVOICE	42.70
	0931669	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - PADDLE HANDLE (1)	INVOICE	80.00
	0931565	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SHOP - DOOR CLOSER (1)	INVOICE	267.60

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
0933521	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- SPLIT KEY RING (1)	INVOICE	0.80
7064911	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-ADA MAIN DOOR REPAIRS	INVOICE	1,120.00
0933137	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	DEADBOLT SINGLE CYLINDER LOCK	INVOICE	94.05
0933137	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	CHANGE AND REKEY CYLINDER	INVOICE	37.00
							\$1,642.15
Anita Buckley							
1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	84.00
Annie Alvarez							
1/18/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	175.00
APPLE INC							
W526327324	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	ANNUAL APPLE DEVELOPER FEE - MOBILE	AMEX	105.19
APPLIED MAINTENCE SUPPLIES							
5153207	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	HARDWARE FOR SHOP	AMEX	310.66
96757583	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SHOP - PK PK10 1 1/2" ZINC BOLTS (1)	AMEX	15.43
96757583	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SHOP - PK PK20 ZINC 1" FLATWASHERS (1	AMEX	12.14
96757583	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SHOP - PK PK20 ZINC 7/8" FLATWASHERS	AMEX	11.81
96757583	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SHOP - SHIPPING (1)	AMEX	12.50
							\$362.54
ASCAP							
10004593210	01-10-7600-5000	PROFESSIONAL DUES/SUBSCRIPTION	GENERAL	ADMINISTRATION	2017 ANNUAL ASCAP MUSIC LICENSE FEE	CHECK	341.00
A-SPECIAL ELECTRIC SERVICES							
145432	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - PUMP DISCONNECT/BREAKER (1)	AMEX	5.00
145432*	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - PUMP DISCONNECT/BREAKER (1)	AMEX	50.00
145404	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINISTRATION	TC - CUBICLE RECEPTACLE (1)	AMEX	287.92
50400002	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINISTRATION	TC- LED LIGHTBULBS (8)	AMEX	71.98
5080001	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS SUMP PUMP MOTOR(1)	AMEX	266.51
							\$681.41
ATLAS BOBCAT INC.							
BD2453	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	HYDRAULIC FILTER	INVOICE	59.12
BD2453	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	AIR FILTER	INVOICE	49.97
BD2453	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	AIR FILTER	INVOICE	84.48
BD2453	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	OIL FILTER	INVOICE	17.07

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
BD2453	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	FUEL FILTER	INVOICE	71.39
							\$282.03
AUTOMATIC APPLIANCE PARTS							
20IS3359	02-34-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	WILLOW REC CENTER	1 DRYER TIMER	AMEX	60.50
AUTOMATIC FIRE SYSTEMS INC							
20654	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		SPRINKLER WORK TRIPHAHN AS PER BID	INVOICE	3,592.00
20723	02-96-0800-5000	SEA SPRINKLER SYSTEM	RECREATION		SEASCAPE FIRE SUPPRESSION SYSTEM (1)	INVOICE	7,629.00
							\$11,221.00
BAGSPOT PET WASTE SOLUTIONS							
2530	02-34-4100-5020	DOG PARK EXPENSE	RECREATION	WILLOW REC CENTER	WASTE BAGS BO'S RUN-6 CASES	AMEX	239.80
2530	02-34-4100-5020	DOG PARK EXPENSE	RECREATION	WILLOW REC CENTER	WASTE BAGS FREEDOM RUN-8 CASES	AMEX	499.50
							\$739.30
BALDEMAR GOMEZ							
20175294	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	WORK BOOTS - 1 PR	CHECK	140.00
BALLAST SHOP							
100059235	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	WILLOW REC CENTER	3 LIGHT BALLASTS	AMEX	59.85
100059235	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	WILLOW REC CENTER	SHIPPING	AMEX	9.50
							\$69.35
BATTERY JUNCTION .COM							
10223285	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	3.6 VOLT BATTERIES FOR DOOR COUNT	AMEX	34.06
BECKER ARENA PRODUCTS, INC.							
1006062	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	3 PIECES TEMPERED RINK GLASS 47.5" X	INVOICE	702.00
1006062	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	CUT SPEAKHOLE IN GLASS	INVOICE	130.00
1006062	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	CRATING	INVOICE	80.00
1006062	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	FREIGHT	INVOICE	360.00
							\$1,272.00
BEST BUY							
25010801	14-10-8100-5000	EQUIPMENT	BPC	ADMINISTRATION	REFRIGERATOR-1	AMEX	439.99
BHFx LLC							
259356	12-10-7300-5100	CAPITAL PLANNING MATERIALS	CAPITAL	ADMINISTRATION	30 SQ FT TEST PRINTING PLAYGROUNDS	INVOICE	15.00
259462	12-10-7300-5100	CAPITAL PLANNING MATERIALS	CAPITAL	ADMINISTRATION	30 SQ FEET PRINTING PAVING TEST	INVOICE	15.00
							\$30.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
BILTMORE COMMERCIAL								
	02072017M1	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	KITCHEN ICE MACHINE CLEANING	INVOICE	520.00
	02072017M1	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	1/2 WAY ICE MACHINE CLEANING	INVOICE	520.00
	02072017M1	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	CART BARN ICE MACHINE CLEANING	INVOICE	520.00
								\$1,560.00
BITTNER'S SPRAY EQUIPMENT								
	69772	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SEAL KIT	INVOICE	59.00
BRIAN BECHTOLD								
	658040283	14-10-7200-5000	PROFESSIONAL EDUCATION	BPC	ADMINISTRATION	CAR RENTAL PGA SHOW 1/23 - 1/27	CHECK	130.29
BRIGHT LIGHT SIGN CO								
	TM-13336	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- LABOR FOR SIGN INSTALLATION (2)	INVOICE	210.00
	TM-13336	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- TRAVEL TIME (1)	INVOICE	25.00
								\$235.00
BURRIS EQUIPMENT CO								
	PL98569	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	3 BEARINGS	INVOICE	454.56
	PL98569	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SNAP RING	INVOICE	3.59
	PL98569	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	6 SEALS	INVOICE	64.80
	PL98569	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BEARING	INVOICE	82.23
	PL98569	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SHIPPING	INVOICE	11.30
								\$616.48
CALL ONE								
	1136476-01	01-10-8000-5030	TELEPHONE	GENERAL	ADMINISTRATION	ADMIN FAX-JAN	CHECK	67.26
	1136476-01	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PARKS FAX/ALARM/IRRIG-JAN	CHECK	216.15
	1136476-01	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	REC FAX/ALRM/ELEV/ATM-JAN	CHECK	749.11
	1136476-01	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA FAX/ALARM/WTR-JAN	CHECK	135.06
	1136476-01	11-10-8000-5030	TELEPHONE	PSSWC	ADMINISTRATION	PS FAX/ALRM/ELV/ATM-JAN	CHECK	336.20
	1136476-01	14-10-8000-5030	TELEPHONE	BPC	ADMINISTRATION	BPC FAX/ALRM/ELV/ATM/IRG-JAN	CHECK	359.50
								\$1,863.28
CARQUEST AUTO PARTS								
	2376-715218	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	CREDIT FOR SWIVEL FITTING-2	AMEX	(43.67)
	2376-715178	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SWIVEL FITTING	AMEX	66.49
	2376-715178	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	4 QUARTS OIL	AMEX	33.80
	2376-715178	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	FUEL FILTER	AMEX	16.45
	2376-713450	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BLOWER MOTOR RESISTOR	AMEX	42.32

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
2376-713653	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WASHER FLUID	AMEX	2.38
2376-71444	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	TIRE GLUE	AMEX	8.79
2376-71444	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BULB	AMEX	8.39
2376-71444	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BULB	AMEX	3.91
2376-713451	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	12 QUARTS OF OIL	AMEX	101.40
2376-713451	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	3 QUARTS OF GEAR OIL	AMEX	27.57
2376-713525	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	OIL AIR AND FUEL FILTERS FOR STOCK	AMEX	281.34
715033	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	1-AIR FILTER	AMEX	6.60
717419	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1) 55GAL DRUM 10/30 GAS FRIENDLY OIL	AMEX	299.99
717419	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1) 55GAL DRUM 15/40 DIESLE FRIENDLY	AMEX	384.45
717419	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1) BATTERY #27-3	AMEX	81.06
716374	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	CREDIT FOR SWIVEL FITTINGS	AMEX	(82.94)
716461	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	AIR FILTER FOR UNIT #575	AMEX	15.57
716461	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	HYD FILTER FOR UNIT #575	AMEX	31.67
716207	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	GREASE COUPLERS	AMEX	29.45
716207	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	6 FEET WIPER HOSE	AMEX	5.34
716204	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	2 GALLONS OF ANTIFREEZE	AMEX	36.08
716204	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	1 GALLON OF ANTIFREEZE	AMEX	14.24
717146	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	AIR FILTER	AMEX	7.63
717146	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	3 HYDRAULIC FILTER	AMEX	12.60
717146	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	OIL FILTER	AMEX	3.99
717146	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	AIR FILTER	AMEX	7.98
717146	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 FUEL FILTER	AMEX	2.80
717035	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	5 QUARTS GEAR OIL	AMEX	27.55
717781	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BATTERY TERMINAL PROTECTOR	AMEX	10.46
717781	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	HEAD GASKET REPAIR	AMEX	22.06
717781	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	POWER STEERING OIL STOP LEAK	AMEX	22.07
717687	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	GREASE SEALS FOR #475	AMEX	15.98
2376-715033	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SWIWEL	AMEX	19.00
2376-715033	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 OIL FILTERS	AMEX	12.60
2376-715033	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 FUEL FILTER	AMEX	23.80
2376-715033	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	3 AIR FILTER	AMEX	68.25
							\$1,627.45
CENTRAL CONTINENTAL BAKERY							
1084395	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PARTY CAKE, 1 EACH	INVOICE	85.75
1084395	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ENERGY CHARGE, 1 EACH	INVOICE	1.50
1080681	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ANNIVERSARY CAKE	INVOICE	24.50

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
							\$111.75
CESAR BETANCOURT							
782323	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CAN MANDARINES 4 EACH	CHECK	4.76
782323	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	RED ONION 1 EACH	CHECK	1.94
782323	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	GINGER 1 EACH	CHECK	0.98
782323	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	POTATO 2 BG	CHECK	5.58
782323	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ENERGY CHARGE 1 EACH	CHECK	0.30
							\$13.56
CHERI KIRK							
121416	02-34-5300-5100	WRC CONT FITNESS PRGM EXP	RECREATION	WILLOW REC CENTER	8 PARTICIPANTS@63 / 8 DROP INS @ \$10	CHECK	379.60
CHICAGO CUBS							
33693978	02-50-5100-5060	TEEN CAMP EXPENSES	RECREATION	GENERAL PROGRAMMING	CHICAGO CUBS FT 8/3 QTY 50 TICKETS	AMEX	1,909.00
CHICAGO DISTRICT							
109342	14-10-7600-5000	PROFESSIONAL DUES	BPC	ADMINSTRATION	2017 DUES FOR CHI GOLF ASSOC	INVOICE	400.00
CHICAGO FIRE							
20175374	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U9 STORM TOURNAMENT FEE	CHECK	300.00
20175374	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U11 LADY HAWKS RED TOURNAMENT FEE	CHECK	300.00
20175374	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U12 LIGHTNING TOURNAMENT FEE	CHECK	300.00
20175374	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U13 THUNDER TOURNAMENT FEE	CHECK	300.00
20175374	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U14 TSUNAMI TOURNAMENT FEE	CHECK	300.00
							\$1,500.00
CHICAGO PARTS AND SOUND LLC							
813772	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	30 WIPER BLADES FOR VEHICLES	INVOICE	94.20
CHICAGO SKY							
484949	02-50-5100-5070	SPORTS CAMP EXPENSE	RECREATION	GENERAL PROGRAMMING	CHICAGO SKY FT 7/21 DEPOSIT	AMEX	462.00
CHICAGOLAND TURF							
01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	BRISKWAY 1/2 CASE	CHECK	1,300.00
01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	HEADWAY 1/2 CASE	CHECK	1,251.00
01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	BANOL 1 1/2 CASES	CHECK	2,812.00
01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	CONTACT SOLUTION PAK (2)	CHECK	19,300.00
01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	BAYER UTILITY PAK (1)	CHECK	2,400.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	PHOSPHITES (40)	CHECK	4,000.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	DIMENSION W/ DEFENDER (2)	CHECK	2,200.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	TENACITY (1)	CHECK	761.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	PRIMO MAX LINK PAK (1)	CHECK	2,740.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	PROXY (6)	CHECK	1,200.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	CAPTAIN XTR (2)	CHECK	396.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	KOMEEN (5)	CHECK	990.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	MERIDIAN 25 WG (2)	CHECK	918.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	PRECISION VIVAX (6)	CHECK	2,149.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	TV-23 WITH SIN (30)	CHECK	2,348.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	TV-SIPHON (23)	CHECK	6,080.50
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	TURFSCREEN (7)	CHECK	3,360.00
	01062017	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	ANDERSON 28-0-3 (56)	CHECK	4,592.00
	01062017	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	ANDERSON 14-714 (45)	CHECK	2,263.50
	01062017	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	PLANT FOOD 12 IRON (8)	CHECK	828.00
	01062017	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	3% DISCOUNT ON PREPAYMENT	CHECK	(1,626.19)
	01062017	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	3% DISCOUNT FOR PREPAYMENT	CHECK	(230.50)
								<u>\$60,032.31</u>
CHILDRENS HOMES & AID SOCIETY								
	20175416	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TEACHER WORKSHOP 5/30/17, 1 @ \$10	CHECK	10.00
	20175416	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TEACHER WORKSHOP 2/18/17, 1 @\$10	CHECK	10.00
	20175416	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TEACHER WORKSHOP 4/1/17, 1 @ \$20	CHECK	20.00
	20175416	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TEACHER WORKSHOP 3/14/17, 1 @ \$10	CHECK	10.00
								<u>\$50.00</u>
CICERO MFG AND SUPPLY CO								
	143019	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	5 CASES VINYL GLOVES	AMEX	145.00
CLEONARDO STUDIOS INC								
	11886	02-02-0700-2793	NWHL/WOLVERINE - WITT 15	RECREATION	LIABILITIES	WOLVERINE SWEATSHIRTS	CHECK	88.00
CLEVELAND GOLF								
	5053748	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	RTX WEDGES (4)	AMEX	187.00
COM PUNCH LTD								
	15642	14-40-5100-5040	TOURNAMENT EXPENSE	BPC	GOLF OPERATIONS	NIKE JACKETS EMBRODIERY (16)	INVOICE	67.20
	15642	14-40-5100-5040	TOURNAMENT EXPENSE	BPC	GOLF OPERATIONS	TAPE	INVOICE	25.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	15642	14-40-5100-5040	TOURNAMENT EXPENSE	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	INVOICE	17.95
								\$110.15
COMCAST								
	48931988	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	ADM-COM INT/PRI/MBPS	CHECK	278.59
	48931988	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM 4MB	CHECK	352.00
	48931988	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM INT/PRI/MBPS	CHECK	139.30
	48931988	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	WRC-COM 4MB	CHECK	352.00
	48931988	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	REC-COM INT/PRI/MBPS	CHECK	1,392.97
	48931988	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	TC-COM 28MB PORT	CHECK	120.00
	48931988	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS-COM 10MB	CHECK	560.00
	48931988	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS-COM INT/PRI/MBPS	CHECK	557.19
	48931988	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM 10MB	CHECK	112.00
	48931988	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM INT/PRI/MBPS	CHECK	83.58
	48931988	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC-COM 10MB	CHECK	448.00
	48931988	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC-COM INT/PRI/MBPS	CHECK	334.31
	49748583	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	ADM-COM INT/PRI/MBPS	CHECK	293.38
	49748583	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM 4MB	CHECK	352.00
	49748583	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM INT/PRI/MBPS	CHECK	146.69
	49748583	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	WRC-COM 4MB	CHECK	352.00
	49748583	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	REC-COM INT/PRI/MBPS	CHECK	1,466.90
	49748583	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	TC-COM 28MB PORT	CHECK	120.00
	49748583	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS-COM 10MB	CHECK	560.00
	49748583	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS-COM INT/PRI/MBPS	CHECK	586.76
	49748583	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM 10MB	CHECK	112.00
	49748583	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM INT/PRI/MBPS	CHECK	88.01
	49748583	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC-COM 10MB	CHECK	448.00
	49748583	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC-COM INT/PRI/MBPS	CHECK	352.05
								\$9,607.73
COMCAST CABLE								
	01626510117	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC-COMCAST BUSINESS WIFI	AMEX	234.85
	03609410117	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	WRC BUSINESS INTERNET-JAN	AMEX	76.61
	03609410117	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	TC-BUSINESS INTERNET-JAN	AMEX	214.90
	03609410117	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS-BUSINESS INTERNET-JAN	AMEX	214.90
	03609410117	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	FREEDOM RUN BUSINESS INTERNET-JAN	AMEX	104.85
	03609410117	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	VOG-BUSINESS INTERNET-JAN	AMEX	109.85
	03609410117	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	TC-COMCAST TV-JAN	AMEX	8.42
								\$964.38

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
COMMONWEALTH EDISON								
	921441216	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHPOINT ELECTRIC-DEC	CHECK	33.09
	020691216	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANTERBURY ELECT DELIVERY-DEC	CHECK	64.71
	330970117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	COTTONWOOD ELECTRIC-JAN	CHECK	27.38
	530000117	14-10-8000-5000	ELECTRICITY	BPC	ADMINSTRATION	GOLF COURSE SIGN ELECT DELIVERY-JAN	CHECK	301.66
	0050230117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANNON CROSS ELECT DELIVERY-JAN	CHECK	88.63
	000010117	02-80-8000-5000	ELECTRICITY	RECREATION	AQUATICS	SEASCAPE ELECT DELIVERY-JAN	CHECK	303.75
	700020117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHLAND ELECT DELIVERY-JAN	CHECK	46.58
	840010117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHLAND ELECT DELIVERY-JAN	CHECK	71.60
	310050117	14-10-8000-5000	ELECTRICITY	BPC	ADMINSTRATION	BPC ELECTRIC DELIVERY-JAN	CHECK	1,630.25
	820090117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	SYCAMORE ELECT DELIVERY-JAN	CHECK	128.73
	870090117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	COMMUNITY ELECT DELIVERY-JAN	CHECK	21.50
	460590117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PRINCETON ELECT DELIVERY-JAN	CHECK	30.12
	940040117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	FIELD PARK ELECTRIC DELIVERY-JAN	CHECK	23.46
	570010117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	LAKEVIEW ELECT DELIVERY-JAN	CHECK	23.44
	230230117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	AERATOR #2 ELECT DELIVERY-JAN	CHECK	39.26
	520160117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	VICTORIA ELECT DELIVERY-JAN	CHECK	21.50
	300000117	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	VOG HOUSE ELECT DELIVERY-JAN	CHECK	352.71
	300000117	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	VOG BARN ELECT DELIVERY-JAN	CHECK	81.56
	480070117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	MNT GARAGE ELECT DELIVERY-JAN	CHECK	581.43
	360490117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	STH TWIN ELECT DELIVERY-JAN	CHECK	37.49
	140040117	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	TC ELECT DELIVERY-JAN	CHECK	6,757.94
	680270117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHPOINT ELECTRIC-JAN	CHECK	31.95
	85016	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	EISENHOWER ELECT DELIVERY-JAN	CHECK	32.26
	020690117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANTERBURY ELECT DELIVERY-JAN	CHECK	66.57
	230390117	11-10-8000-5000	ELECTRICITY	PSSWC	ADMINSTRATION	PS ELECT DELIVERY-JAN	CHECK	2,878.58
	890080117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	NTH SHOP ELECT DELIVERY-JAN	CHECK	63.84
	790040117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PINE PK ELECT DELIVERY-JAN	CHECK	34.92
	120780117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	N TWIN ELECT DELIVERY-JAN	CHECK	49.54
	280660117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	SUNDANCE ELECT DELIVERY-JAN	CHECK	21.95
	921440117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHPOINT ELECTRIC-JAN	CHECK	34.11
	910000117	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	WRC ELECT DELIVERY-JAN	CHECK	737.65
	850560117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	WESTBURY ELECTRIC DELIVERY-JAN	CHECK	64.39
	171140117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	AERATOR #1 ELECTRIC DELIVERY-JAN	CHECK	60.09
	250540117	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	N RIDGE ELECTRIC-JAN	CHECK	44.89

\$14,787.53

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
40R0001413 2016-17	02-60-5400-5020 02-60-5400-5000	STAR FIELD TRIPS STAR DISTRICT 15 EXP	RECREATION RECREATION	EARLY CHILDHOOD EARLY CHILDHOOD	STAR FIELDTRIP BUS RENTAL-SEPT-NOV STAR DISTRICT 15 TRANSPORTATION FEE INVOICE	INVOICE INVOICE	1,351.25 5,680.00
							<u>\$7,031.25</u>
CONSTANT CONTACT.COM							
20175016	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	ANNUAL SUBSCRIP EMAIL MKTG SYSTEM	AMEX	1,638.00
COSMOPOLITAN LINEN RENTAL SRV							
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	BAR TOWELS, 1000 EACH	AMEX	180.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	BAR TOWELS, 60 EACH	AMEX	75.00
161012	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	BLACK MATS, 40 EACH	AMEX	180.00
161012	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	MAT SCRAPER, 4 EACH	AMEX	10.00
161012	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	SERVICE CHARGE, 4 EACH	AMEX	39.80
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	APRONS WHITE, 40 EACH	AMEX	14.80
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	CHEF COAT, 80 EACH	AMEX	63.20
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	WHITE NAPKINS, 800 EACH	AMEX	72.60
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	WHITE NAPKINS, ARC, 8 EACH	AMEX	26.40
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	BURGUNDY NAPKINS, 800 EACH	AMEX	80.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	BURGUNDY NAPKINS, ARC, 8 EACH	AMEX	29.60
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	BLACK NAPKINS, 800 EACH	AMEX	80.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	52X52 WHITE CLOTHS, 40 EACH	AMEX	20.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	85X85 WHITE CLOTHS, 400 EACH	AMEX	540.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	52X114 WHITE CLOTHS, 360 EACH	AMEX	486.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	GREEN NAPKINS, 300 EACH	AMEX	24.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	RED NAPKINS, 300 EACH	AMEX	24.00
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	RED AND GREEN NAPKINS, ARC 2 EACH	AMEX	11.10
161012	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	52X52 WHITE TABLE CLOTHS, 20 EACH	AMEX	10.00
							<u>\$1,966.50</u>
COSTUME GALLERY							
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	PRE BALLET/TAP ACRO COSTUMES (7)	AMEX	280.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ADV. BALLET/TAP/JAZZ COSTUMES (7)	AMEX	280.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	POINTE COSTUMES (5)	AMEX	290.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ELEMENTARY BALLET/TAP/ACRO COSTUM	AMEX	264.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ADULT COSTUME (1)	AMEX	52.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ADULT COSTUME (2)	AMEX	92.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ADULT COSTUME (1)	AMEX	60.00
7007003	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	SHIPPING NOT TO EXCEED \$50	AMEX	50.00
8829727719	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	2 ADDITIONAL COSTUMES	AMEX	64.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
							\$1,432.00
<b>CUCCI FORD</b>							
5022926	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WASHER FLUID HOSE-1	INVOICE	11.42
5022970	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	CERDIT WINDSHIELD WIPER HOSE-1	INVOICE	(11.42)
5023608	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	FLOOR MATS	INVOICE	69.60
5023876	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WASHER HOSE	INVOICE	9.82
							\$79.42
<b>CURTAIN CALL COSTUMES</b>							
8829727719	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	KINDER BALLET/TAP/ACRO COSTUMES (6)	AMEX	209.94
8829727719	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	PRE BALL/TAP COSTUMES (7)	AMEX	244.93
8829727719	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	PRE HEADPIECES (7)	AMEX	69.93
84258027022*	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	8 ADD. COSTUMES WILLOW DANCE	AMEX	278.61
84258027022*	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	1 ADD. COSTUME WILLOW DANCE	AMEX	24.99
							\$828.40
<b>CYRIL REAGAN HEATING INC</b>							
20164625	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		HVAC WORK TRIPHAHN RENOV. AS PER BI INVOICE		13,214.54
<b>DAWN MCKINLEY</b>							
20175385	02-02-0700-2804	NWHL/SQT RED 16-PARKHURST	RECREATION	LIABILITIES	NWHL SQT RED TREAT BAGS	CHECK	13.18
<b>DEA NATION, INC.</b>							
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	21 KIDS 269501-KS	CHECK	616.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	4 KIDS 237422-A	CHECK	434.70
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	7 KIDS 239402-A BASEBALL HITTING CLIN	CHECK	289.10
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	4 KIDS 239042-A PITCHING CLINIC	CHECK	330.40
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	10 KIDS 239054-A BITTY BALLERS	CHECK	364.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	12 KIDS 239054-B BITTY BALLERS	CHECK	546.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	25 KIDS 239053-C BITTY SOCCER	CHECK	1,137.50
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	6 KIDS 239053-D BITTY SOCCER	CHECK	273.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	13 KIDS 239053-A BITTY SOCCER	CHECK	591.50
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	14 KIDS 239053-B BITTY SOCCER	CHECK	637.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	16 KIDS 249054-A BITTY BALLERS	CHECK	736.52
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	11 KIDS 249060-A BITTY SOCCER	CHECK	500.50
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	12 KIDS 249060-C BITTY SOCCER	CHECK	546.00
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	14 KIDS 249046-E BASKETBALL PREP	CHECK	773.50
0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	10 KIDS 249054-B BASKETBALL PREP	CHECK	455.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	13 KIDS 249060-D BITTY SOCCER	CHECK	591.50
	0002016	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	4 KIDS 249060-B BITTY SOCCER	CHECK	197.05
	0002016	02-75-5600-5000	OUTDOOR SOCCER LEAGUES	RECREATION	YOUTH ATHLETICS	EMERGENCY REFS FOR 9 SPR SOCCER GA	CHECK	135.00
								\$9,154.27
DESIGN & CONSTRUCTION RESOURCES								
	N-00257676	12-10-7300-5100	CAPITAL PLANNING MATERIALS	CAPITAL	ADMINSTRATION	ARCH. SQUARE FOOT COST BOOK	INVOICE	82.70
DESPLAINES PARK DISTRICT								
	406198	02-01-0600-1000	PRE-PAID EXPENSE	RECREATION	ASSETS	SOLO DANCES (5)	VISA	200.00
	406198	02-01-0600-1000	PRE-PAID EXPENSE	RECREATION	ASSETS	DUET/TRIO DANCES (2)	VISA	120.00
	406198	02-01-0600-1000	PRE-PAID EXPENSE	RECREATION	ASSETS	SMALL GROUP DANCE COMPANY 1 (1)	VISA	90.00
	406198	02-01-0600-1000	PRE-PAID EXPENSE	RECREATION	ASSETS	LARGE GROUP DANCE COMANY 2&3 (4)	VISA	440.00
								\$850.00
DIAMOND TOURS								
	1226536	02-55-5000-5020	SENIOR TRIP EXPENSE	RECREATION	SENIOR	DIA TOURS SPR '17 TRIP, DEP ON 46 REG	CHECK	3,450.00
DIRECTV								
	30382368561	14-10-7600-5000	PROFESSIONAL DUES	BPC	ADMINSTRATION	JAN DIRECTV SERVICE	AMEX	167.27
	30318447077	11-10-7600-5000	DUES & SUBSCRIPTIONS	PSSWC	ADMINSTRATION	PS-JAN DIRECT TV SERVICE	AMEX	107.99
								\$275.26
DISCOUNT SCHOOL SUPPLY								
	P35315140101	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	SET OF 6 STAMP PADS	INVOICE	29.99
	P35315140101	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	2 DO A DOT PAINTER SETS	INVOICE	29.98
	P35315140101	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	PAPER CUT OUT CHARACTERS	INVOICE	7.99
	P35315140101	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	18% DISCOUNT	INVOICE	(12.23)
	P35315140101*	02-60-5200-5000	GENERAL PRESCOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS ART SUPPLY - PAPER, PAINT, CRAFTS	INVOICE	231.30
	P35315140101**	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	DSS PLASTIC BOXES TRACING AND NEWS	INVOICE	50.00
	P35315140101**	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	DSS NEWPRINT PAPER QTY 2	INVOICE	10.00
	P35294080101	11-10-7500-5010	GENERAL SUPPLIES	PSSWC	ADMINSTRATION	PS ROLLS OF MULTI-COLOR PAPER 48"X60	INVOICE	100.71
								\$447.74
DIVINE SIGNS INC								
	23621	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	C&M	IPRA AGENCY SHOWCASE ENTRIES BLK DIS	INVOICE	75.00
	23641	02-15-7800-5010	PRINTING & PUBLICATIONS	RECREATION	C&M	NAME PLATE ERIC LENINGER	INVOICE	15.00
	23678	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	C&M	POSTRS CONGRSMN OPN HOUSE AND FUT	INVOICE	180.00
	23744	02-15-7300-5000	CONTRACTUAL SERVICES	RECREATION	C&M	REPAIR 3 POSTER HOLDERS AT TC	INVOICE	120.00
								\$390.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
DOMINO'S								
	01161237581	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	DOMINO'S PIZZA QTY 2 LARGE 1/16	AMEX	24.26
	01161237581	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	DOMINO'S PIZZA QTY 8 LARGE 1/16	AMEX	101.47
								\$125.73
DONS WELDING & FABRICATING INC								
	27644	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	GOLF MNT-HYDRAULIC PUMP REPAIRS	INVOICE	335.00
DUNHAM WOODS FARM, INC.								
	958	02-50-5000-5100	CONTRACUTAL GENERAL PRGM EXP	RECREATION	GENERAL PROGRAMMING	HRSMNSHP 215047A 4 @\$115/PD FEE \$16	CHECK	460.00
ECOLAB INC								
	4330387	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	JAN DISHWASHER RENTAL FEE	INVOICE	302.00
EDWARD DON AND COMPANY								
	20389786	14-45-8100-5000	EQUIPMENT	BPC	FOOD AND BEVERAGE	ALTO SHAAM HEATED HOLDING CABINET	INVOICE	3,817.59
EFRAIM CARLSON & SONS								
	2015-056	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		CARPENTRY WORK AS PER BID & BOARD	INVOICE	12,037.90
ELEGANT PRESENTATION								
	58264	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	CHAIR COVERS WITH SASHES	AMEX	844.25
	58494	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	30X42 TABLES, 25 EACH	AMEX	281.25
	58494	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	LABOR, 1 EACH	AMEX	20.00
	58494	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	DELIVERY, 1 EACH	AMEX	39.00
	58494	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	PICK UP, 1 EACH	AMEX	39.00
	58494	14-45-7400-5100	LINEN RENTAL	BPC	FOOD AND BEVERAGE	OFF SEASON DISCOUNT, 1 EACH	AMEX	(50.00)
								\$1,173.50
ELGIN BEVERAGE CO.								
	0000057304	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	CORONA 120Z BTLS 5CASE	CHECK	146.05
	0000057304	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	AZ ARNOLD PALMER CANS 5CASE	CHECK	119.95
	0000057304	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	DELIVERY CHARGE	CHECK	3.00
								\$269.00
ENCHANTED CASTLE								
	183514	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	ENCHANTED CASTLE FT 1/5 QTY 65	AMEX	777.59
	183514	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	\$268.88 DEPOSIT MADE 12/1/16 PO20164	AMEX	(268.88)
								\$508.71

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
ENERGY.ME								
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	SUNDANCE ELECTRIC-JAN	CHECK	0.78
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PRINCETON ELECTRIC-JAN	CHECK	14.83
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	FIELD PK ELECTRIC-JAN	CHECK	3.37
	35675232-9400074	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	TC ELECTRIC-JAN	CHECK	17,150.24
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	S TWIN ELECTRIC-JAN	CHECK	13.92
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	N TWIN AERATOR #1-JAN	CHECK	45.01
	35675232-9400074	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	VOG HOUSE/BARN ELECTRIC-JAN	CHECK	971.36
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PINE PK ELECCTRIC-JAN	CHECK	6.86
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	MAINT GARAGE ELECTRIC-JAN	CHECK	1,010.21
	35675232-9400074	02-80-8000-5000	ELECTRICITY	RECREATION	AQUATICS	SEASCAPE ELECTRIC-JAN	CHECK	569.02
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	AERATOR #2 ELECTRIC-JAN	CHECK	18.13
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHLAND PK ELECTRIC-JAN	CHECK	37.17
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHPOINT PK ELECTRIC-JAN	CHECK	58.22
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	NORTH SHOP ELECTRIC-JAN	CHECK	56.53
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	LAKEVIEW PK ELECTRIC-JAN	CHECK	3.30
	35675232-9400074	11-10-8000-5000	ELECTRICITY	PSSWC	ADMINSTRATION	PS ELECTRIC-JAN	CHECK	7,758.41
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANTERBURY PK ELECTRIC-JAN	CHECK	47.86
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANNON CROSS ELECTRIC-JAN	CHECK	96.49
	35675232-9400074	14-10-8000-5000	ELECTRICITY	BPC	ADMINSTRATION	GLF COURSE SIGN,RESTRM ELECTRIC-JAN	CHECK	598.61
	35675232-9400074	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINSTRATION	WRC ELECTRIC-JAN	CHECK	1,787.94
	35675232-9400074	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	EISENHOWER PK ELECTRIC-JAN	CHECK	0.71
								\$30,248.97
ENERSTAR INC								
	021720	02-85-7300-5030	WATER TREATMENT	RECREATION	ICE	COOLING TOWER WATER TREATMENT	INVOICE	1,080.00
EPPLY INSTITUTE/INDIANA UNIVERSITY								
	89090	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	GRT LAKES CONF REG - BF	AMEX	245.00
	89090	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	GRT LAKES CONF REG - SB	AMEX	245.00
								\$490.00
E-Z-GO A TEXTRON COMPANY								
	91007637	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		TXT 48V FLEET OF 84 CARTS	INVOICE	109,480.00
	91007641	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		HUALER UTILITY CART (3)	INVOICE	19,680.15
	91007640	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		OASIS REFRESHER CART (2)	INVOICE	28,502.40
	91007639	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		HAULER RANGE PICKER (1)	INVOICE	8,613.72
	91007638	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		TXT 48V FLEET OF 84 CARTS	INVOICE	211,652.00
	91007638	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		TXT 48 RANGER CARTS (2)	INVOICE	7,308.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
91007642	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		TXT 48 RANGER CARTS (2)	INVOICE	338.00
91007642	12-97-2700-5000	BPC GOLF CART PURCHASE	CAPITAL		BATTERY WATER FILL SYSTEM (UNBUDGET)	INVOICE	7,482.00
							<u>\$393,056.27</u>
FARMER BROS. CO.							
64817778	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LIQ COF DE	CHECK	397.05
64817778	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	ENERGY SURCHARGE	CHECK	5.00
64817928	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LIQ COF DE 2 CASE	CHECK	264.70
64817928	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LIQ COF DE DC 1 CASE	CHECK	133.35
64817928	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	ENERGY SURCHARGE	CHECK	5.00
							<u>\$805.10</u>
FIRESTONE COMPLETE AUTO CARE							
166209	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	4 TIRES 492	AMEX	961.48
166209	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	4 TIRES FOR 515	AMEX	412.52
166209	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 TIRES FOR 524	AMEX	231.88
							<u>\$1,605.88</u>
FIRST ADVANTAGE OCCUPATIONAL							
2506871701	01-10-6300-5010	LOSS PREVENTION EXAMS	GENERAL	ADMINSTRATION	1ST Q 2017 RANDOM DOT TEST INVOICE	CHECK	147.66
FIRST SERVE MANAGEMENT							
FSM1330	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PRIVATE LESSONS-12/24-12/31	CHECK	761.60
FSM1330	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	SEMI PRIVATE LESSONS 12/24-12/31	CHECK	77.70
FSM1330	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	SEMI PRIVATE LESSONS 12/24-12/31	CHECK	134.40
FSM1330*	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PRIVATE LESSONS 01/01-01/07	CHECK	1,052.80
FSM1330*	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	SEMI PRIVATE LESSONS 1/1-1/7	CHECK	50.40
FSM1330*	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	SEMI PRIVATE LESSONS 1/1-1/7	CHECK	179.20
FSM1329	11-30-5100-5130	CONTRACTUAL TENNIS LEAGUES	PSSWC	PSSWC FITNESS	PICKLEBALL LESSONS 12/1-12/31	CHECK	1,140.00
FSM1328	11-30-5100-5140	CONTRACTUAL CARDIO TENNIS	PSSWC	PSSWC FITNESS	CARDIO TENNIS LESSONS 12/1-12/31	CHECK	405.00
FSM1327	11-30-5100-5120	CONTRACTUAL TENNIS CAMP	PSSWC	PSSWC FITNESS	GROUP TENNIS LESSONS -240115A	CHECK	94.50
FSM1334	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS PRIV TENNIS 1/8-1/20/17	CHECK	2,459.80
FSM1334	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS SEMI-PRIV TENNIS 1/8-1/20/17	CHECK	383.60
FSM1334	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS Q16, 60 MIN PRIV PASS VISITS	CHECK	716.80
FSM1334	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS Q2, 45 MIN PRIV PASS VISITS	CHECK	67.20
FSM1333	11-30-5100-5130	CONTRACTUAL TENNIS LEAGUES	PSSWC	PSSWC FITNESS	PS PICKLEBALL VISITS 1/1-1/20/17	CHECK	558.75
FSM1340	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS PRIV/SEMI PRIV TENNIS 1/21-1/31/17	CHECK	2,158.80
FSM1340	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS PRIV/SEMI PRIV TENNIS 2/1-2/2/17	CHECK	364.00
FSM1340	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS PRIV 60 MIN LESSON FROM PKG (Q7) J	CHECK	313.60
FSM1340	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS PRIV 60 MIN LESSON FROM PKG (Q2) F	CHECK	89.60

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
FSM1340	11-30-5100-5110	CONTRACTUAL PRIVATE TENNIS EXP	PSSWC	PSSWC FITNESS	PS SEMI PRIV TENNIS 1/21-1/31/17	CHECK	393.40
FSM1339	11-30-5100-5100	CONTRACTUAL TENNIS LESSON EXP	PSSWC	PSSWC FITNESS	PS GROUP TENNIS LESSONS,JANUARY	CHECK	10,798.90
							<u>\$22,200.05</u>
FIRST STUDENT							
9133891	02-55-5000-5020	SENIOR TRIP EXPENSE	RECREATION	SENIOR	BUS TRANS, FIRST STU, 50+ TRIP, 6/29/1	AMEX	601.56
FLOLO CORPORATION							
426616	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- RTU-1 GYM MOTOR (1)	INVOICE	172.01
426616	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- SERVER ROOM AC MOTOR (1)	INVOICE	172.00
426858	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	BPC- 1/10 HP 3200 RPM INDUCER MOTOR	INVOICE	328.78
426992	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 3/4HP INDUCER MOTOR (1)	INVOICE	151.51
426992	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- OIL CAPACITOR (1)	INVOICE	10.52
426992	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 1/10HP BLOWER MOTOR (1)	INVOICE	328.78
426992	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- AEROSOL LUBRICANT (2)	INVOICE	42.75
426992	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- HVAC BELTS (2)	INVOICE	455.22
							<u>\$1,661.57</u>
FORE SUPPLY CO.							
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	BODYWASH/4GLCASE/QT20	AMEX	686.40
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	SHAMPOO/4GLCASE/QT6	AMEX	205.92
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	HAIRCOND/4GLCASE/QT6	AMEX	263.52
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	MEN SHAVCREAM/12CANS/CASE/QT24	AMEX	40.56
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	WOMEN SHAVCREAM/12CANS/CASE/QT24	AMEX	71.52
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	AFTERSHAVE/4GLCASE/QT8	AMEX	207.92
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	QTIPS/750CT/PKG/QT24	AMEX	107.52
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	SWIMBAGS/750RL/QT6	AMEX	227.28
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	HAIRSPRAY/8OZ BOTTLE/QT12	AMEX	35.88
3358172	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	DEODORANT/8OZ BOTTLE/QT12	AMEX	44.16
3358172*	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	KLEENEX/52CASE QT1	AMEX	84.88
60896610	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	MOUTHWASH/2GLCASE/QT10	AMEX	231.80
60896610	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	AFTERSHAVE/4GLCASE/QT8	AMEX	8.00
3358766	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	KLEENEX/52CASE QT4	AMEX	339.52
							<u>\$2,554.88</u>
Frank Mehl							
1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	84.00
FUNWAY ENTERTAINMENT CENTER							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
10227	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	FUNWAY FT 3/31 DEPOSIT	VISA	100.00
GALAXY SOCCER CLUB							
20175492	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U9 STORM TOURNAMENT FEE	CHECK	400.00
20175492	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U10 HURRICANES TOURNAMENT FEE	CHECK	400.00
20175492	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U11 LADY HAWKS BLUE TOURNAMENT FE	CHECK	450.00
20175492	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U12 ECLIPSE TOURNAMENT FEE	CHECK	450.00
20175492	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	TSUNAMI TOURNAMENT FEE	CHECK	500.00
							\$2,200.00
GAMEWORKS SCHAUMBURG							
00001	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	GAMEWORKS FT 1/4 QTY 46 KIDS	AMEX	511.87
GARY FONG							
20175242	02-02-0700-2778	NWHL/SQUIRT BLK-KELLEY 15	RECREATION	LIABILITIES	SQUIRT BLACK STL MUSEUM REIMB	CHECK	275.00
GARY KANTOR							
20164828	02-50-5000-5140	MAGIC CLASS CONTRACTUAL	RECREATION	GENERAL PROGRAMMING	MAGIC CLASS 247425 B (9 STUDENTS)	CHECK	126.00
GAS DEPOT OIL COMPANY							
39157	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	600 GALLONS OF GAS @1.53	INVOICE	1,077.26
GCSAA							
204192	14-20-7600-5000	DUES & SUBSCRIPTIONS	BPC	MAINTENANCE	1 GCSAA SUPERINTENDENT RENEWAL	AMEX	375.00
204192	14-20-7600-5000	DUES & SUBSCRIPTIONS	BPC	MAINTENANCE	1 GCSAA ASSISTANT SUPERINTENDENT R	AMEX	190.00
598362	14-20-7200-5000	PROFESSIONAL EDUCATION	BPC	MAINTENANCE	GOLF INDUSTRY SHOW REGISTRATION D	AMEX	290.00
							\$855.00
GENIUNE PARTS COMPANY/NAPA							
111054	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	12 CANS CARB CLEANER	AMEX	32.40
111054	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WHEEL BEARING GREASE	AMEX	9.05
111053	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	ARMOR ALL CLEANER	AMEX	23.51
111053	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	CAR WASH SOAP	AMEX	39.47
111053	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	5 TRAILER PLUGS	AMEX	26.90
							\$131.33
GLENVIEW PARK DISTRICT							
3252051	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	SPLASH LANDINGS FT 12/27 QTY 41	VISA	205.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
GLOBAL INDUSTRIES.COM							
20175058	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	SHURTAPE MASKING TAPE - 36 PACK	AMEX	60.95
20175058	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	ESTIMATED SHIPPING COST	AMEX	10.39
110518604-1	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TAX CREDIT	AMEX	(6.49)
							\$64.85
GOAECY							
20175415	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	GOAECY TRAINING 2/23 8 TEACHERS @ \$	CHECK	40.00
20175501	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	GOAECY SPRING TRAINING 8 NONMEM @	CHECK	240.00
20175501	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	GOAECY SPRING TRAINING 1 MEM @ \$15	CHECK	15.00
							\$295.00
GOTPRINT.COM							
10021471338	14-40-7800-5010	PRINTING & PUBLICATION	BPC	GOLF OPERATIONS	SCORECARDS (2,500 TOTAL)	AMEX	144.00
10021471338	14-40-7800-5010	PRINTING & PUBLICATION	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	AMEX	23.28
100-21462901	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	LETTERHEAD WINDOW ENVEL (10 BOXES/	AMEX	307.57
100-21462901	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	S/H	AMEX	34.28
100-21463445	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	C&M	MKIES BUSINESS CARDS	AMEX	22.39
21487473	02-15-7800-5010	PRINTING & PUBLICATIONS	RECREATION	C&M	BUSINESS CARDS ERIC L	AMEX	22.39
21486206	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	C&M	PS-MEMBERSHIP TRIFOLDS (500)	AMEX	102.58
21486206	11-15-7800-5010	PRINTING & PUBLICATION	PSSWC	C&M	SHIPPING	AMEX	10.58
							\$667.07
GRAINGER							
9351296968	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- 16 X20 X2 AIR FILTER (24)	INVOICE	48.24
9351296968	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- 16 X24 X2 AIR FILTER (12)	INVOICE	46.44
9351296968	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- 20 X24 X2 AIR FILTER (12)	INVOICE	29.52
9351296968	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- 20 X20 X2 AIR FILTER (36)	INVOICE	78.48
9351296976	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 16 X20 X2 AIR FILTER (12)	INVOICE	24.12
9351296976	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 12 X24 X2 AIR FILTER (36)	INVOICE	86.76
9351296976	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 12 X20 X2 AIR FILTER (12)	INVOICE	47.40
9351296976	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 16 X25 X2 AIR FILTER (12)	INVOICE	27.48
9351296976	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 16 X16 X2 AIR FILTER (12)	INVOICE	46.44
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 25 X25 X2 AIR FILTER (12)	INVOICE	59.64
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 16 X25 X2 AIR FILTER (108)	INVOICE	247.32
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 16 X20 X1 AIR FILTER (12)	INVOICE	22.20
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 16 X20 X2 AIR FILTER (36)	INVOICE	72.36
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 20 X20 X4 AIR FILTER (24)	INVOICE	198.96
9352032529	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 16 X25 X4 AIR FILTER (48)	INVOICE	411.36
							\$1,446.72

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
GROOT INDUSTRIES INC								
	14727089	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		DUMPSTERS FOR DEMOLITION TRIPHAHN	CHECK	595.13
	14737694	01-20-7300-5010	DISPOSAL SERVICES	GENERAL	MAINTENANCE	PARKS GROOT ROLLOFF SRVICES	CHECK	648.91
	14613904	14-10-7300-5010	DISPOSAL	BPC	ADMINSTRATION	BPC-GLF MNT-GROOT SERVICES	AMEX	920.86
	14613904	01-20-7300-5010	DISPOSAL SERVICES	GENERAL	MAINTENANCE	PARKS MNT-GROOT SERVICES	AMEX	34.74
	14613904	11-10-7300-5010	DISPOSAL	PSSWC	ADMINSTRATION	PS-GROOT SERVICES	AMEX	269.51
	14613904	02-10-7300-5010	DISPOSAL SERVICE	RECREATION	ADMINSTRATION	TC-GROOT SERVICES	AMEX	568.81
	14613904	02-10-7300-5010	DISPOSAL SERVICE	RECREATION	ADMINSTRATION	WRC-GROOT SERVICES	AMEX	117.38
								\$3,155.34
HALDEMAN -HOMME INC								
	163461	02-96-2400-5030	TC RENOVATION FF&E	RECREATION		PAD & NET INSTALL OFF ICE PER BOARD	INVOICE	21,097.50
HALL OF FAME DANCE CHALLENGE INC								
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	DUET/TRIO (2)	AMEX	270.00
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	SOLOS (5)	AMEX	575.00
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 3 GROUP DANCES (2)	AMEX	900.00
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 2 GROUP DANCES (2)	AMEX	800.00
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 1 GROUP DANCES (2)	AMEX	600.00
	64260186	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	DISCOUNT	AMEX	(267.00)
								\$2,878.00
HALOGEN SUPPLY COMPANY								
	00497002	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	PH/SOIUMBISUL/50LB/PAIL/QT8	INVOICE	387.20
	00497002	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	100LB/PAIL/CHLORINE/TAB/QT2	INVOICE	478.40
	00497002	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	POOLWATER/TEST/KIT/QT1	INVOICE	22.40
	00497002	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	SHIPING QT1	INVOICE	48.00
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - OLIN MANIFOLD (1)	INVOICE	78.28
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - OLIN NOZZLE (3)	INVOICE	117.66
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - 90 DEGREE PVC ELBOW (1)	INVOICE	4.70
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - MALE ADAPTOR (3)	INVOICE	11.40
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - FEMALE ADAPTOR (1)	INVOICE	7.00
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - SEAL -PLATE (1)	INVOICE	110.22
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - TANK BODY (1)	INVOICE	87.75
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - KNOB (1)	INVOICE	8.42
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - SURFACE CLAMP (1)	INVOICE	68.66
	00497196	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS - O-RINGS (2)	INVOICE	2.76
	00497233	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS- SPA MOTOR (1)	INVOICE	217.28
	00497409	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	312-50 PH MINUS 50LBS BUCKETS	INVOICE	145.20

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	00497409	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	165-1 PULSAR TABLETS 50LBS BUCKET	INVOICE	239.20
	00497409	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	FREIGHT	INVOICE	48.00
	00497511	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	PH-/SOIUMBISUL/50LB PAIL/QT8	INVOICE	455.60
	00497511	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	SHIPING QT1	INVOICE	48.00
								\$2,586.13
HANOVER PARK PARK DISTRICT								
	20175579	02-60-5100-5020	MINI DAY CAMP	RECREATION	EARLY CHILDHOOD	SEAFARI SPRINGS FT 8/9 DEPOSIT	CHECK	150.00
HARBOR FREIGHT								
	157648	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	MAINTENANCE	PS-CHARGER, LIFT	AMEX	54.86
	02156073	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	SHOP - 2PC TITANIUM STEP DRILL (2)	AMEX	39.98
	02156073	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	SHOP - WIRE WHEEL/CUP BRUSH (1)	AMEX	4.99
	02156073	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	SHOP-FUSES	AMEX	16.97
								\$116.80
HAWTHORN SUITES LAKE BUENA VISTA								
	00248156	14-10-7200-5000	PROFESSIONAL EDUCATION	BPC	ADMINSTRATION	2017 PGA CONF HOTEL	AMEX	394.16
HEALTH &SAFETY INSTITUDE								
	790090	02-10-8100-5020	SAFETY EQUIPMENT	RECREATION	ADMINSTRATION	100 STUDENT GUIDES FOR CPR CLASSES	AMEX	1,295.00
	790090	02-10-8100-5020	SAFETY EQUIPMENT	RECREATION	ADMINSTRATION	INSTRUCTOR MANUAL WITH DVD	AMEX	180.00
	790090	02-10-8100-5020	SAFETY EQUIPMENT	RECREATION	ADMINSTRATION	INSTRUCTOR MANUALS	AMEX	220.00
	790090	02-10-8100-5020	SAFETY EQUIPMENT	RECREATION	ADMINSTRATION	SHIPPING	AMEX	20.23
								\$1,715.23
HEPD FOUNDATION								
	20175600	01-02-0220-2210	FOUNDATION DONATION	GENERAL	LIABILITIES	SILVER LEAF JAN SALES	CHECK	300.00
HERACLIO CASILLAS								
	20175308	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	WORK BOOTS - 1 PR	CHECK	229.99
HIGHLAND BAKING CO.								
	0001261718	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	GARLIC BREAD 10 PKG OF 8	CHECK	15.20
	0001262677	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	GARLIC BREAD 8 PKG OF 8	CHECK	12.16
	0001276474	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	6' FRENCH ROLL 4 DZ	INVOICE	24.48
								\$51.84
HILTON HOTELS CORPORATION								
	3172792	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	ADMINSTRATION	HOTEL ROOM NIGHTLY CHARGE	AMEX	238.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
3172792	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	ADMINSTRATION	TAXES	AMEX	41.42
3126482	02-10-7200-5000	PROFESSIONAL EDUCATION	RECREATION	ADMINSTRATION	HOTEL MK/SM/GF/JD/WS	AMEX	1,807.00
3126482	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	HOTEL MAINT	AMEX	139.00
3126482	02-10-7200-5000	PROFESSIONAL EDUCATION	RECREATION	ADMINSTRATION	DEPOSIT PD	AMEX	(556.00)
3126482	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	DEPOSIT PD	AMEX	(139.00)
3126482	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	ADMINSTRATION	HOTEL DB/LC/EL	AMEX	1,251.00
3126482	02-15-7200-5000	PROFESSIONAL EDUCATION	RECREATION	C&M	HOTEL C&M	AMEX	278.00
3126482	01-10-7800-5030	COMMISSIONER EXPENSE	GENERAL	ADMINSTRATION	HOTEL CMSNRS RE/RK/PM	AMEX	1,529.00
3126482	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	ADMINSTRATION	DEPOSIT PD	AMEX	(556.00)
3126482	02-15-7200-5000	PROFESSIONAL EDUCATION	RECREATION	C&M	DEPOSIT PD	AMEX	(139.00)
3126482	01-10-7800-5030	COMMISSIONER EXPENSE	GENERAL	ADMINSTRATION	DEPOSIT PD	AMEX	(695.00)
3126482	02-10-7200-5000	PROFESSIONAL EDUCATION	RECREATION	ADMINSTRATION	HOTEL ROOM	AMEX	324.12
							\$3,522.54
HOCKEY TIME PRODUCTION							
20175137	02-02-0700-2793	NWHL/WOLVERINE - WITT 15	RECREATION	LIABILITIES	WOLVERINE GOLD IRISH CUP	CHECK	1,025.00
20175236	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	NWHL BANTAM BLK SOUTH BEND TOURN	CHECK	805.00
							\$1,830.00
HOFFMAN ESTATES CHAMBER							
82249	01-10-3800-5000	MARQUEE SIGN EXP	GENERAL	ADMINSTRATION	HE CHAMBER LUNCH 1/11/17 (1)	AMEX	15.00
HOME DEPOT CREDIT SERVICES							
869779	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		SHOP VACUUM /WET VACUUM	AMEX	159.00
8591442	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		FLOOR FILLER AND TROWELS	AMEX	19.12
4070236	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 PACKS OF PAPER TOWELS	AMEX	19.96
4070236	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BLADE FOR BAND SAW	AMEX	14.97
5012378	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- BROWN ALUMINIUM RIVETS (5)	AMEX	29.90
							\$242.95
HORNING'S							
403047	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	GOLF OPERATIONS	MIDSIZE CP2 GRIPS (13)	CHECK	79.95
403047	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	CHECK	11.16
							\$91.11
HUDSON ENERGY							
1701004097	14-10-8000-5000	ELECTRICITY	BPC	ADMINSTRATION	BPC ELECTRIC-JAN	CHECK	2,397.62
1701004097	14-20-8000-5000	ELECTRICITY	BPC	MAINTENANCE	GLF MNT ELECTRIC-JAN	CHECK	799.20
							\$3,196.82
IL DEPT OF AGRICULTURE							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
0313230000	14-20-7600-5000	DUES & SUBSCRIPTIONS	BPC	MAINTENANCE	ONE PESTICIDE APPLICATOR LICENSE	CHECK	20.00
ILLINOIS DEPARTMENT OF							
20175559	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	PARKS- PARK BURN CERT FEE	CHECK	50.00
0800454-7	01-10-6200-5000	UNEMPLOYMENT SELF FUNDED	GENERAL	ADMINISTRATION	2016-4TH QTR UNEMPLOYMENT	INVOICE	20,351.25
							\$20,401.25
ILLINOIS DEPT. OF REVENUE							
20175133	02-02-0200-2010	REC SALES TAX PAYABLE	RECREATION	LIABILITIES	DEC16 REC DEPT SALES TAX	CHECK	1.40
20175133	14-02-0200-2010	SALES TAX PAYABLE	BPC	LIABILITIES	DEC16 BPC SALES TAX	CHECK	3,375.96
20175133	14-10-9000-4000	MISCELLANEOUS	BPC	ADMINISTRATION	DEC16 SALES TAX DISCOUNT	CHECK	(59.36)
							\$3,318.00
ILLINOIS LANDSCAPE CONTRACTOR ASSOC							
19BEB	01-10-7200-5000	PROFESSIONAL EDUCATION	GENERAL	ADMINISTRATION	EDUCATION PASS PRIOR TO 1/9/17	AMEX	119.00
ILLINOIS SHOTOKAN KARATE, INC.							
428	02-50-5500-5100	SHOTOKAN KARATE	RECREATION	GENERAL PROGRAMMING	SHOTOKAN KARATE CLASSES-FALL 2016	CHECK	18,692.50
INDEED INC							
7146844	02-15-7900-5000	ADVERTISING	RECREATION	C&M	JOB POST FT DIG MEDIA ASSOC - INDEED	AMEX	29.91
INTELLISOURCES INC							
13758	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	NWHL SQT GREY DOOR TOURNY SIGNS	CHECK	98.25
13758	02-02-0700-2804	NWHL/SQT RED 16-PARKHURST	RECREATION	LIABILITIES	NWHL SQT RED DOOR TOURNY SIGNS	CHECK	98.25
13758	02-02-0700-2800	NWHL/MITE GREY16-PYZOWSKI	RECREATION	LIABILITIES	NWHL MITE GREY DOOR TOURNY SIGNS	CHECK	117.90
13758	02-02-0700-2801	NWHL/MITE BLK16-KASPER	RECREATION	LIABILITIES	NWHL MITE BLK DOOR TOURNY SIGNS	CHECK	111.35
13756	02-02-0700-2797	NWHL/PW GREY - GARCHIE 15	RECREATION	LIABILITIES	NWHL PW GREY DOOR SIGNS-16	CHECK	104.80
13757	02-02-0700-2778	NWHL/SQUIRT BLK-KELLEY 15	RECREATION	LIABILITIES	NWHL SQT BLK TOURNY DOOR SIGNS	CHECK	98.25
13753	02-02-0700-2803	NWHL/BNTM GRY 16-BAYNE	RECREATION	LIABILITIES	NWHL BANTAM GREY DOOR SIGNS-18	CHECK	117.90
							\$746.70
INTERSTATE BATTERY SYSTEM							
880830	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	MAINTENANCE	PS-LIFT BATTERY (Q1)	INVOICE	91.95
70104709	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 BATTERIES	INVOICE	213.90
70104679	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	BATTERY FOR 475	INVOICE	106.95
10106605	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	MAINTENANCE	PS-SECOND LIFT, BATTERY REPLCMNT, 1	INVOICE	91.95
							\$504.75
INTERSTATE GAS SUPPLY INC							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
263657	01-20-8000-5010	NATURAL GAS	GENERAL	MAINTENANCE	MAINT GARAGE NATURAL GAS	CHECK	1,131.64
263657	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	TC NATURAL GAS	CHECK	5,338.52
263657	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	WRC NATURAL GAS	CHECK	990.71
263657	11-10-8000-5010	NATURAL GAS	PSSWC	ADMINSTRATION	PS NATURAL GAS	CHECK	4,417.27
263657	14-20-8000-5010	NATURAL GAS	BPC	MAINTENANCE	GOLF MAINT NATURAL GAS	CHECK	705.76
263657	14-10-8000-5010	NATURAL GAS	BPC	ADMINSTRATION	BPC NATURAL GAS	CHECK	1,512.96
264842	02-80-8000-5010	NATURAL GAS	RECREATION	AQUATICS	SEA NATURAL GAS-DEC	CHECK	324.55
264842	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	VOG HOUSE NATURAL GAS-DEC	CHECK	197.05
264842	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	VOG BARN NATURAL GAS-DEC	CHECK	398.89
							\$15,017.35
<b>IPRA</b>							
20175114	11-15-7900-5000	ADVERTISING	PSSWC	C&M	JOB LISTING @ IPRA - DIG MEDIA ASSOC	AMEX	165.00
<b>JAJAIDA ALFARO</b>							
011117	11-02-0200-2300	MESSAGE ADD-ON/TIP PAYABLE	PSSWC	LIABILITIES	MESSAGE ADD-ON/TIP PAYABLE-DEC	CHECK	176.40
20175189	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	PS MESSAGE SVCS 1/1-1/13/17	CHECK	44.10
20175189	11-02-0200-2300	MESSAGE ADD-ON/TIP PAYABLE	PSSWC	LIABILITIES	PS MASAG TIP JAJAIDA ALFARO 1/1-1/13/	CHECK	15.00
							\$235.50
<b>JENSSENS PLUMBING &amp; HEATING INC</b>							
J24061	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		PLUMBING WORK TRIPHAHN AS PER BID	INVOICE	11,854.80
<b>JIM CZARNIAK</b>							
2016	11-50-5200-5100	CONT SPORTS SPECIFIC EXP	PSSWC	GENERAL PROGRAMMING	BRAVO BOOTCAMP-240409-I	CHECK	168.00
2016	11-50-5200-5100	CONT SPORTS SPECIFIC EXP	PSSWC	GENERAL PROGRAMMING	BRAVO BOOTCAMP-240409-J	CHECK	210.00
B013117	11-50-5200-5100	CONT SPORTS SPECIFIC EXP	PSSWC	GENERAL PROGRAMMING	PS-JAN BRAVO PROG 210409-H (11@\$35)	CHECK	231.00
B013117	11-50-5200-5100	CONT SPORTS SPECIFIC EXP	PSSWC	GENERAL PROGRAMMING	PS-JAN PROG 210409-E (5@\$35)	CHECK	105.00
							\$714.00
<b>Joelle Eagle</b>							
1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	84.00
<b>JOHN BACH</b>							
2967333	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- WATER FOUNTAIN (1)	INVOICE	650.00
<b>JOHN HERSEY HIGH SCHOOL</b>							
20175232	02-75-5300-5000	BASKETBALL LEAGUES	RECREATION	YOUTH ATHLETICS	BOYS BASKETBALL TOURNAMENT FEE (1)	CHECK	810.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
JOHNSON WATER CONDITIONING							
141154	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	WATER CONDITIONING RENTAL JAN-MAR	INVOICE	120.00
JORSON & CARLSON INC							
0473170	02-85-8200-5000	EQUIP MAINT & REPAIR	RECREATION	ICE	SHARPEN 2 ZAMBONI BLADES	INVOICE	68.88
0473170	02-85-8200-5000	EQUIP MAINT & REPAIR	RECREATION	ICE	FREIGHT	INVOICE	5.75
							\$74.63
JUMP ZONE							
9800	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	MTR 4'S FT 1/24 - 20 KIDS @ \$7 P/P	AMEX	133.00
259800	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	MWF 4'S FT 1/25 20 KIDS @ \$7 P/P	AMEX	119.00
2598000	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	TR 4'S PS FT 1/24 20 KIDS @ \$7.00 P/P	AMEX	91.00
898000	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	JUMPZONE FT 1/17 QTY 24	AMEX	161.00
							\$504.00
JW TURF INC							
660272	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	GOLF MNT-SEAT FOR EQUIPMENT	INVOICE	318.47
KAREN VALUS							
11018	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	NWHL SQT GREY CHI STEEL TIX	CHECK	206.00
KARI BAKER							
20175135	02-02-0700-2797	NWHL/PW GREY - GARCHIE 15	RECREATION	LIABILITIES	PR GREY COACH GIFT CARD REIMB	CHECK	154.94
12446	02-02-0700-2797	NWHL/PW GREY - GARCHIE 15	RECREATION	LIABILITIES	NWHL PW GREY BAG TAG-18	CHECK	90.00
							\$244.94
KC FITNESS SERVICES, INC.							
59355	11-30-8200-5000	FITNESS EQUIP. MAINT/REPAIR	PSSWC	PSSWC FITNESS	SHROUD (LF ELLIPTICAL #10)	INVOICE	89.40
59355	11-30-8200-5000	FITNESS EQUIP. MAINT/REPAIR	PSSWC	PSSWC FITNESS	CROSSOVER CABLE (CYBEX MODULAR)	INVOICE	125.00
59401	11-30-8200-5000	FITNESS EQUIP. MAINT/REPAIR	PSSWC	PSSWC FITNESS	PS-SPIN BIKES, ADDNL PM NECESSARY Q1	INVOICE	660.00
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	DISPLAY CONSOLE FOR TREADMILL	INVOICE	589.00
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	GENERATOR RETROFIT KIT ELLIPTICAL	INVOICE	581.66
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	RIGHT STAIR RAIL HOOK ELLIPTICAL	INVOICE	75.00
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	RIGHT WHEEL ASSEMBLY ELLIPTICAL	INVOICE	85.00
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	RIGHT WHEEL COVER ELLIPTICAL	INVOICE	36.48
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	DELUXE SEAT BIKE	INVOICE	69.03
59453	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	REAR LEG LAVELER W/END CAP-BIKE	INVOICE	34.48
59418	02-32-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	RECREATION	TRIPHAHN CENTER	TC Q1 FITNESS PREV MAINT	INVOICE	700.00
							\$3,045.05

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
KEAGAN CORNIER								
	22168413	02-02-0700-2801	NWHL/MITE BLK16-KASPER	RECREATION	LIABILITIES	NWHL MITE BLK COACH DELLS HOTEL	CHECK	448.94
KELLY WEBER								
	20175238	02-02-0700-2781	NWHL/PW RED-GARSTECKI 15	RECREATION	LIABILITIES	PEEWEE RED EXPRESS HOCKEY MEDALS	CHECK	53.47
KIDS FIRST SPORTS SAFETY, INC.								
	20175230	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	LITTLE DRIBBLERS (17 KIDS) 219054-A	CHECK	595.00
	020117	11-50-6000-5100	CONTRACTUAL EARLY CHILDHOOD	PSSWC	GENERAL PROGRAMMING	PS PROGRAM #219075-A 6 PARTICIP. @	CHECK	226.80
	20175230*	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	MINI SOCCER (10 KIDS) 219053-A	CHECK	350.00
	20175230*	02-75-5000-5100	CONTRACTUAL YOUTH ATHLETIC EXP	RECREATION	YOUTH ATHLETICS	MINI SOCCER (7KIDS) 219053-B	CHECK	261.10
								\$1,432.90
KIDS KUSTOM PARTIES LLC								
	885230	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC FT 1/13 30 KIDS @ \$5 EACH	AMEX	150.00
	023IA0	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS FT 1/23 17 KIDS @ \$5 P/P	AMEX	85.00
								\$235.00
KRIS GARSTECKI								
	1003	02-02-0700-2781	NWHL/PW RED-GARSTECKI 15	RECREATION	LIABILITIES	PEEWEE RED HOLIDAY BAGS REIMB	CHECK	80.00
KYLIE E. FISCHBACH								
	215050	02-50-6200-5100	ARCHERY	RECREATION	GENERAL PROGRAMMING	ARCHERY 215050 A (7)	CHECK	308.00
	215050	02-50-6200-5100	ARCHERY	RECREATION	GENERAL PROGRAMMING	ARCHERY 215050 B (5)	CHECK	220.00
	215050	02-50-6200-5100	ARCHERY	RECREATION	GENERAL PROGRAMMING	ARCHERY 215050 C (6)	CHECK	264.00
								\$792.00
LAKE RESTORATION								
	152543	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	PARKS- AQUATIC HERBICIDE (2)	AMEX	3,294.00
	152543	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	PARKS- SHIPPING (1)	AMEX	39.00
								\$3,333.00
LAKESHORE BEVERAGE								
	A2898	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	BUD LIGHT BOTTLES (4 CASES)	CHECK	73.00
	A2898	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	BUD BOTTLES (2 CASES)	CHECK	36.50
	A2898	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	SERVICE CHARGE	CHECK	3.00
	A2898	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	COUNTY TAX	CHECK	1.22
								\$113.72
LEGOLAND								
	602920355	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	M-R 4'S PS FT 1/23 20 KIDS @ \$9.45 P/P	AMEX	153.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
LEWIS								
	982067	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	WHITE PAPER 3994 (10 CASE TO BPC)	CHECK	310.86
	981758	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	WHITE PAPER 3994 - 20 CASES	CHECK	620.00
	981758	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	EARLY PAY DISCOUNT	CHECK	(2.24)
								\$928.62
LISA KAVANAGH								
	20175534	02-02-0700-2800	NWHL/MITE GREY16-PYZOWSKI	RECREATION	LIABILITIES	NWHL MITE GREY TOURNY PARTY	CHECK	703.87
Lorraine Rojas-Hervas								
	1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	140.00
LYNDSEY KINDORF								
	1008	02-02-0700-2800	NWHL/MITE GREY16-PYZOWSKI	RECREATION	LIABILITIES	NWHL MITE GREY BAG TAGS (15)	CHECK	75.00
MARIANOS								
	503106	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MIST TWIST 12PK CANS	AMEX	12.00
	503106	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	PEPSI 12 PK CANS	AMEX	12.00
	008808	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	SPINICH 4 BX	AMEX	15.96
								\$39.96
MENARDS, INC.								
	48423	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		DUST MASKS AND SAW BLADES FOR DEM	INVOICE	47.57
	49569	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - DUCK BLUE MASKING TAPE (1)	INVOICE	4.97
	49569	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - 9" HVY DUTY FRAME (1)	INVOICE	3.49
	49569	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - 9" ROLLER FRAME 5 WIRE (2)	INVOICE	3.94
	49274	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	3 SHOWER CURTAIN LINERS WRC LCKRM	INVOICE	17.88
	49274	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	1 PKG WALL ANCHORS FOR OFFICE CABIN	INVOICE	18.94
	49424	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		OFF ICE PAINTING SUPPLIES	INVOICE	113.89
	49155	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	FLOOD LIGHTS 6 PACK (1)	INVOICE	14.49
	49155	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	BR30 BULB 2 PACK (1)	INVOICE	8.69
	49155	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	BR40 BULB 2 PACK (1)	INVOICE	9.97
	49155	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	LED BR40 2 PACK (1)	INVOICE	14.99
	49155	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	CONTAINER FOR MICROPHONES (4)	INVOICE	7.96
	49156	14-40-8100-5010	GOLF COURSE EQUIPMENT	BPC	GOLF OPERATIONS	11-GALLON AIR COMPRESSOR (1)	INVOICE	159.00
	49157	14-10-8100-5000	EQUIPMENT	BPC	ADMINSTRATION	MICROWAVE FOR BREAKROOM (3)	INVOICE	195.00
	49074*	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		PLYWOOD AND MATERIALS TO FILL IN WI	INVOICE	374.29
	49124	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - #8 SCREW COMBO (1)	INVOICE	0.82

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
49124	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - #8 FLAT WASHER (1)	INVOICE	0.99
49124	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - 4PK CORNER CUSHIONS (1)	INVOICE	2.99
48945	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - INSTALLATION KIT (1)	INVOICE	11.99
48963	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		LUMBER AND PLASTIC FOR DUST BARRIO	INVOICE	90.60
48964	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS - 3/16" ALUM RED RIVETS	INVOICE	25.95
48505	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - FLANGE KIT (1)	INVOICE	9.97
49125	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		THREADED ROD FOR DOOR BARRIOR	INVOICE	10.56
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	4 GALLONS OF PAINT	INVOICE	85.00
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	PAINT SUPPLIES BRUSHES AND ROLLERS	INVOICE	25.00
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	1 GALLON OF PRIMER	INVOICE	40.00
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	1 GALLON OF FLOOR PAINT	INVOICE	35.00
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	DRYWALL (3 SHEETS)	INVOICE	24.99
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	CEILING TILES (1 BOX)	INVOICE	18.41
49573	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	SEALER PAINT 2 GALLONS	INVOICE	150.00
46959	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	MISC SUPPLIES( MUD, PAINT, TAPE)	INVOICE	37.60
49659	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	CEILING TILES (1 BOX)	INVOICE	1.59
49659	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	MISC SUPPLIES( MUD, PAINT, TAPE)	INVOICE	36.01
49751	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- PRESSURE GAUGE FOR SPA FILTER (1	INVOICE	6.97
49751	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 3/4" X 24" GALVANIZED NIPPLE (1)	INVOICE	3.99
49751	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 1/4 X 1/8 BRASS ADAPTER (1)	INVOICE	4.99
49748	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 8-32 X 1 1/2 MACHINE SCREWS (2	INVOICE	6.58
49748	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 3/16 ALUMINUM RIVETS (2)	INVOICE	10.38
49698	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 1/8" TITANIUM BITS 2PK (3)	INVOICE	7.47
49654	11-80-7500-5030	POOL CHEMICALS	PSSWC	AQUATICS	PSS- GAL. OF MURIATIC ACID (3)	INVOICE	11.97
49654*	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 3/4 HP SS/CI SUMP PUMP (1)	INVOICE	179.99
49654*	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- 1-1/2" X 1-1/4" RUBBER CHK VALVE (1	INVOICE	8.99
50170	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		PAINT AND PAINTING SUPPLIES	INVOICE	88.71
50052	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 3/8" GUTTER RIVETS (4)	INVOICE	23.12
50052	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 3/16 ALUMINUM RIVETS (2)	INVOICE	10.38
50052	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 3/16 TITANIUM DRILL SPD (1)	INVOICE	2.49
49606	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	UNIVERSAL PHOTO EYE (1)	INVOICE	13.98
49608	02-80-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	AQUATICS	SEA- BASIC DIGITAL THERMOSTAT (1)	INVOICE	19.89
49574	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS- 1/4" BRASS BALL VALVE (1)	INVOICE	6.19
49574	11-80-8200-5000	EQUIPMENT MAINT & REPAIR	PSSWC	AQUATICS	PSS- SPR 88 ELECTRICAL TAPE (2)	INVOICE	7.94
49311	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	SPONGE DOOL SEAL	INVOICE	6.99
49311	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	1/2" DRIVE RATCHET	INVOICE	26.99
49311	02-85-8200-5000	EQUIP MAINT & REPAIR	RECREATION	ICE	CASE MOTOR OIL	INVOICE	41.76

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
49311	02-85-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ICE	STORAGE BIN	INVOICE	6.48
49312	02-85-8100-5000	EQUIPMENT	RECREATION	ICE	STORAGE BIN (1)	INVOICE	6.48
50314	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- ALUMINUM FLAT 1/8X3/4 4FT (3)	INVOICE	16.83
50314	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- ALUMINUM FLAT 1/8X3/4 3FT (6)	INVOICE	26.94
50314	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- ALUMINUM FLAT 3/4 3FT (2)	INVOICE	6.98
50141	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	2 PACKAGES T2 LIGHT BULBS	INVOICE	29.98
50141	02-34-4000-5000	ROOM RENTAL EXPENSE	RECREATION	WILLOW REC CENTER	2 BAGS LUNCH BAGS FOR BIRTHDAY PART	INVOICE	2.38
50141	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	2 SWIFFER DUSTERS	INVOICE	7.94
50141	02-34-7500-5100	FACILITY SUPPLIES	RECREATION	WILLOW REC CENTER	1 PACKAGE SCOURING PADS	INVOICE	4.48
50160	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 8-32 NYL LOCK NUTS (4)	INVOICE	25.96
50160	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- 8-32 X 1-1/4 MACHINE SCREWS (2)	INVOICE	6.58
50160	01-20-8400-5050	PARK AMENITIES	GENERAL	MAINTENANCE	PARKS- #10 FLAT WASHER (3)	INVOICE	19.47
50155	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS - 15A GROUND SWITCH (1)	INVOICE	0.58
50155	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS - 2G SWITCHPLATE (1)	INVOICE	0.52
50155	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS - SPRAY HEAD AND HOSE (1)	INVOICE	9.98
50247	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- 3 POSITION ROTARY SWITCH (1)	INVOICE	4.79
50536	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		THIN SET MORTOR MIX	INVOICE	162.04
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 9" HEAVY DUTY ROLLER FRAME (2)	INVOICE	6.98
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- PAINT TRIM AND EDGE KIT (1)	INVOICE	3.97
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 2" ANGLE SASH BRUSH (3)	INVOICE	15.87
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- BLUE 14 DAY PAINTERS TAPE (3)	INVOICE	14.91
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 4" PAD EDGER 2PK (2)	INVOICE	4.98
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 9" PAINT TRAY LINER 10CT (1)	INVOICE	4.99
50677	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 9 X1/2 ROLLER COVER 3PK (2)	INVOICE	15.98
50686	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	6*12 QUALITY BOARD (1)	INVOICE	6.99
50686	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	6*3 QUALITY BOARD (1)	INVOICE	1.79
50403	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- MEDIUM THERMOSTAT COVER (1)	INVOICE	13.99
48426	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	9X11 PAINT ROLLER	INVOICE	11.48
48426	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	DRYWALL PATCH KIT	INVOICE	7.67
48426	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	2' WIDE PAINT BRUSH	INVOICE	11.58
48426	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	48 AA BATTERIES	INVOICE	10.99
48426	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	DUCK TAPE	INVOICE	4.77
50772	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SEA- 1-3/8" TOP RAIL SLEEVE (1)	INVOICE	1.84
50772	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	SEA- CHAIN LINK TIE WIRES 25PK (2)	INVOICE	3.16
50772*	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	TC- CLEAR SILICONIZED SEALANT (1)	INVOICE	35.88
50781	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PARKS - 14" TOOL BOX (1)	INVOICE	3.99
50781	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS - 2X10X8' BOARDS (4)	INVOICE	27.80

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
49321	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		PLYWOOD & LIQUID NAILS	INVOICE	64.44
50951	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	COAT HOOKS FOR TC FITNESS CENTER	INVOICE	8.34
50858	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- RAGS IN A BOX (2)	INVOICE	11.98
50858	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- VEN STEEL GLOVES (2)	INVOICE	32.96
50922	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PARKS- U- TILE CARPET (1)	INVOICE	51.45
49534	02-50-5900-5000	SPECIAL EVENT EXPENSE	RECREATION	GENERAL PROGRAMMING	KEY LOCK BOX VOGELEI BARN (1)	INVOICE	24.97
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	BLUE PAINTERS TAPE (3)	INVOICE	14.91
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	ANGLE BRUSH (3)	INVOICE	15.87
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	PAINT LINERS	INVOICE	4.99
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	EDGE TRIM KIT (2)	INVOICE	7.94
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	EDGE PADS	INVOICE	2.49
51284*	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	PAINT ROLLERS	INVOICE	10.45
50921	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PARKS- 10 OZ ALL WEATHER ROOF CEME	INVOICE	2.98
50921	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PARKS- PLASTIC 2" PUDDY KNIFE (2)	INVOICE	1.38
51517	14-40-8100-5010	GOLF COURSE EQUIPMENT	BPC	GOLF OPERATIONS	5 GALLON WATER COOLER (3)	INVOICE	59.91
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	CALCULATOR	INVOICE	4.96
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	MARKERS	INVOICE	1.68
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PAINT MARKER	INVOICE	2.98
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	PAINT BRUSH	INVOICE	2.49
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	2 FOAM BRUSH	INVOICE	0.94
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	5 TEFLON TAPE	INVOICE	2.40
51459	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	4 PAINT TRAY LINERS	INVOICE	2.32
51460	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	24 CANS PENETRATING OIL	INVOICE	83.76
51745	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-MED THERMOSTAT GUARD-WOMENS B	INVOICE	25.18
							\$3,082.10
METRO PROFESSIONAL PRODUCTS							
201113	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	BOOST MACHINE REPAIRS	AMEX	599.73
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	BLEACH 1 CASE	AMEX	5.76
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	BOWL CAR CLEANER 1 CASE	AMEX	20.71
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	MARVALOSA FLOOR CARD 1 CASE	AMEX	34.70
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	C FOLD TOWELS 5 CASES	AMEX	89.50
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	GLASS CLEANER 1 CASE	AMEX	25.00
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	ECONOMY TOILET TISSUE 3 CASES	AMEX	93.81
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	PERSONAL HYGIENE PRODUCTS 1 CASE	AMEX	48.18
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	MURPHY SOAP 1 CASE	AMEX	64.08
333890800	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	WAXED BAG FOR SANITARY 1 CASE	AMEX	23.03
							\$1,004.50

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
MICROSOFT STORE								
	1369379458	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	WINDOWS 10 PROFESSIONAL LICENSE UP AMEX		99.99
MIDWEST ASSOCIATION OF								
	04098	14-20-7600-5000	DUES & SUBSCRIPTIONS	BPC	MAINTENANCE	ONE EMPLOYEE MEMBERSHIP FOR MAGCS AMEX		180.00
MIDWEST INSTITUTE PARK EXEC.								
	01122017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS -MIPE AWARDS BANQUET(5)	CHECK	140.00
	2017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - AL T MEMBERSHIP (1)	CHECK	25.00
	2017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - MARK S MEMBERSHIP (1)	CHECK	25.00
	2017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - BILL F MEMBERSHIP (1)	CHECK	25.00
	2017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - BRAD H MEMBERSHIP (1)	CHECK	25.00
	2017	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - JOHN G MEMBERSHIP (1)	CHECK	25.00
	2017*	01-20-7600-5000	DUES & SUBSCRIPTIONS	GENERAL	MAINTENANCE	PARKS - STEVES MIPE APPLICATION (1)	CHECK	25.00
	20175437	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	MARK S HORTICULTURE WKSHP (1)	CHECK	15.00
	20175437	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	STEVE B HORTICULTURE WKSHP (1)	CHECK	15.00
	20175437	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	JUAN O HORTICULTURE WKSHP (1)	CHECK	15.00
								\$335.00
MITCH HAIZEL								
	20175372	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	WORK BOOTS-HAIZEL	CHECK	191.24
MOBILE MINI INC								
	9001511680	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		STARAGE CONTAINER RENTAL-12/28-01/1	AMEX	172.90
	9001659502	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		STORAGE POD MONTHLY CHG-01/25-02/2	AMEX	172.90
								\$345.80
MORETTIS								
	98001	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINSTRATION	LUNCH ADMIN STAFF MTG 1/10/2017	AMEX	54.11
Murali Natarajan								
	1/18/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	250.00
MUZAK-NORTH CENTRAL LLC								
	52912337	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	MUZAK MONTHLY SUBSCRIPTION-TC FITN	AMEX	62.00
	52912337*	11-10-7600-5000	DUES & SUBSCRIPTIONS	PSSWC	ADMINSTRATION	PS-JAN MUZAK SERVICES	AMEX	127.92
								\$189.92
MYHOCKEY TOURNAMENT								

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	20175134	02-02-0700-2781	NWHL/PW RED-GARSTECKI 15	RECREATION	LIABILITIES	PW RED PRES CUP TOURNY	CHECK	750.00
	20175536	02-02-0700-2798	NWHL/PW BLK16-ZETTLEMOYER	RECREATION	LIABILITIES	NWHL PW BLK PRESIDENTS CUP TOURNY	CHECK	1,150.00
								\$1,900.00
N.T.I. LINEN INC								
	31774	11-30-7500-5040	TOWELS	PSSWC	PSSWC FITNESS	SM HAND TOWELS QT75	INVOICE	787.50
	31774	11-30-7500-5040	TOWELS	PSSWC	PSSWC FITNESS	LG BATH TOWELS QT50	INVOICE	1,297.50
	31774	11-30-7500-5040	TOWELS	PSSWC	PSSWC FITNESS	BLUE STRIP CLEAN TOWEL QT25	INVOICE	223.75
	31872	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	WHITE FITNESS TOWELS-TC	INVOICE	787.50
	31872	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	BLUE STRIPE FITNES TOWELS-TC	INVOICE	223.75
								\$3,320.00
NAND, INC.								
	3623329	02-50-5400-5100	YOUNG REMBRANDTS	RECREATION	GENERAL PROGRAMMING	YOUNG REMBRANDTS CLASS 247403-F 8@	CHECK	320.00
NEXBELT LLC								
	5078	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	GOLF OPERATIONS	BUCKLE: HERITAGE - FRANCE (1)	AMEX	11.00
	5078	14-40-4500-5160	PRO SHOP - ACCESSORIES (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	AMEX	2.59
								\$13.59
NICKEL CITY								
	3000015	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	NICKEL CITY FT 1/6 QTY 56 KIDS	VISA	587.75
	3000015	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	NICKEL CITY FT 1/6 QTY 12 ADULTS	VISA	39.00
								\$626.75
NICOR GAS								
	40868561216	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	WRC NATURAL GAS DELIVERY-DEC	CHECK	486.33
	43141001216	11-10-8000-5010	NATURAL GAS	PSSWC	ADMINSTRATION	PS NATURAL GAS DELIVERY-DEC	CHECK	1,676.35
	35085681216	14-20-8000-5010	NATURAL GAS	BPC	MAINTENANCE	GLF MNT NATURAL GAS DELIVERY	CHECK	378.69
	34105841216	14-10-8000-5010	NATURAL GAS	BPC	ADMINSTRATION	BPC NATURAL GAS DELIVERY-DEC	CHECK	740.84
	40871311216	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	TC NATURAL GAS DELIVERY-DEC	CHECK	2,056.13
	38911541216	01-20-8000-5010	NATURAL GAS	GENERAL	MAINTENANCE	MNT GARAGE NATURAL GAS DELIVERY-DE	CHECK	537.67
	35619871216	02-80-8000-5010	NATURAL GAS	RECREATION	AQUATICS	SEA GAS DELIVERY-DEC	CHECK	360.99
	40052391216	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	VOG BARN GAS DELIVERY-DEC	CHECK	117.89
	40860131216	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	VOG HOUSE GAS DELIVERY-DEC	CHECK	188.58
	40868560117	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	WRC NATURAL GAS DELIVERY-JAN	CHECK	471.28
	43141000117	11-10-8000-5010	NATURAL GAS	PSSWC	ADMINSTRATION	PS NATURAL GAS DELIVERY-JAN	CHECK	1,785.47
	35085680117	14-20-8000-5010	NATURAL GAS	BPC	MAINTENANCE	GLF MNT NATURAL GAS DELIVERY-JAN	CHECK	365.95
	34105840117	14-10-8000-5010	NATURAL GAS	BPC	ADMINSTRATION	BPC NATURAL GAS DELIVERY-JAN	CHECK	734.65
	40871310117	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINSTRATION	TC NATURAL GAS DELIVERY-JAN	CHECK	2,108.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
38911540117	01-20-8000-5010	NATURAL GAS	GENERAL	MAINTENANCE	MNT GARAGE NATURAL GAS DELIVERY-JA	CHECK	617.70
							\$12,626.52
<b>NIKE USA INC</b>							
997289890	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	THERMA FIT COVER UPS-4	AMEX	128.43
997608668	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	THERMA FIT COVER UP (1)	AMEX	39.55
997608668	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	AMEX	9.78
							\$177.76
<b>NINA MININNI</b>							
1001	02-02-0700-2804	NWHL/SQT RED 16-PARKHURST	RECREATION	LIABILITIES	SQUIRT RED HOLIDAY BAGS REIMB	CHECK	90.00
<b>NORDEN CRAFTS</b>							
325872	02-02-0700-2778	NWHL/SQUIRT BLK-KELLEY 15	RECREATION	LIABILITIES	SQUIRT BLACK TEAM PIZZA LUNCH REIMB	CHECK	639.46
<b>NORTHERN SAFETY AND INDUSTRIAL INC</b>							
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	3 PVC GLOVES	AMEX	12.63
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	1 INSULATED GLOES	AMEX	8.49
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	3 LEATHER PALM GLOVE	AMEX	7.47
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	39 LEATHER GLOVES	AMEX	272.61
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	2 INSULATED GLOVES	AMEX	10.58
100236407	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	SHIPPING	AMEX	21.07
							\$332.85
<b>NORTHWEST TOWN REFRIGERATION</b>							
SI2032599	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-REPAIR DAMPER HVAC	INVOICE	4,344.00
SI2032941	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC - TROUBLESHOOT/REPAIR HVAC (1)	INVOICE	1,485.58
I170110133	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-EMERGENCY REPAIR RTU2, MALFUNCT	INVOICE	3,000.00
SI2032696*	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-EMRGNCY REPR,RTU2(ADD TO;PO2017	INVOICE	1,165.75
SI2032668	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS GRP FIT STUDIO HVAC ASSESS 1/6 1.5	INVOICE	326.00
SI2033318	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-TOUBLE SHOOT RTU-A1 GYM UNIT	INVOICE	654.00
SI2024872	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	BPC COMPRESSOR INSTALLED	INVOICE	1,308.00
							\$12,283.33
<b>NUCO2</b>							
50932785	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	CO2 TANKS AND BULK	AMEX	53.96
50860747	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	BULK CO2 TANK LEASE FEB	AMEX	50.72
50860747	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	SAFETY AND ENVIRONMENTAL FEE	AMEX	14.66
50860747	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	CYLINDER RENTAL (2)	AMEX	29.23
50860747	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	CYLINDER BEER GAS RENTAL (3)	AMEX	17.58

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
50860747	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	200Z CYLINDER RENTAL (2)	AMEX	34.00
							\$200.15
O REILLY AUTO PARTS							
395-424263	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WINSHIELD WASHER FLUID	AMEX	4.99
395-424263	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	3 WINSHIELD WASHER ANTI FREEZING A	AMEX	10.47
							\$15.46
OAKTON COMMUNITY COLLEGE							
91705531	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	INF/TOD CONF. 3/14 - 3 TEACHERS @\$ 40	CHECK	120.00
OFFICE DEPOT							
880044	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	1 PACK AVERY 8395 NAME BADGE LABELS	AMEX	29.99
ORIENTAL TRADING CO., INC.							
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	LARGE FUSE BEAD BOARDS - 24 PIECES Q	AMEX	12.99
20175121	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	BOUNCING BALL ASSORTMENT - 50 PCS Q	AMEX	13.99
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	TREASURE CHESE PRIZES 100 PCS QTY 1	AMEX	19.99
20175121	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	VALENTINE CARDS QTY 4	AMEX	9.54
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	VALENTINE CARDS QTY 4	AMEX	9.54
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	LOVE BUG MOBILE CRAFT KIT QTY 2	AMEX	15.98
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	CONVERSATION HEART TURTLE CRAFT QT	AMEX	13.98
20175121	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	BE MINE CUPCAKE VALENTINE CRAFT QTY	AMEX	11.98
682004479-01	02-50-5900-5010	PARENT CHILD NIGHT EXP	RECREATION	GENERAL PROGRAMMING	PLUSH VALENTINE CATS (11 DZ)	AMEX	149.49
682004479-01	02-50-5900-5010	PARENT CHILD NIGHT EXP	RECREATION	GENERAL PROGRAMMING	PLUSH VALENTINES SPORT BALLS (8 DZ)	AMEX	108.72
682004479-01	02-50-5900-5010	PARENT CHILD NIGHT EXP	RECREATION	GENERAL PROGRAMMING	HEART PICTURE FRAME CRAFT KIT (8)	AMEX	31.95
682004479-01	02-50-5900-5010	PARENT CHILD NIGHT EXP	RECREATION	GENERAL PROGRAMMING	MINI VALENTINE TREAT BOX (5)	AMEX	23.95
							\$422.10
PARK DISTRICT RISK MANAGEMENT							
12/16C	01-10-7100-5000	HEALTH INSURANCE	GENERAL	ADMINISTRATION	HEALTH INSURANCE-DEC	INVOICE	(1,567.34)
01/17	01-10-7100-5000	HEALTH INSURANCE	GENERAL	ADMINISTRATION	JANUARY 2017 HEALTH INSURANCE INVOI	INVOICE	70,455.73
							\$68,888.39
PARK RIDE & FLY USA							
1958290	14-10-7200-5000	PROFESSIONAL EDUCATION	BPC	ADMINISTRATION	AIRPORT PARKING 1/23 - 1/27	AMEX	64.20
Patti Jensen							
1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	84.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
PAUL E. KAFKA	D/B/A						
120616	02-70-5300-5100	REFEREES BASKETBALL LEAGUES	RECREATION	ADULT ATHLETICS	247302 ADLT BBALL REF FEES (54 GAMES)	CHECK	1,836.00
<b>PCM/TIGER DIRECT</b>							
B01247010101	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	UPS BATTERY BACKUP CYBERPOWER 700V	INVOICE	849.95
0031144165	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	HP LASERJET M604N PRTR-TC FRNT OFFI	INVOICE	650.11
0031144165	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	HP LASERJET M604N PRTR-TC NSIDE DES	INVOICE	650.11
B01636930101	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	HP ELITE AIO TOUCHSCRN PC PRO SHOP	INVOICE	1,195.25
B01636930101	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	HP ELITE AIO TOUCHSCRN PC PRO SHOP	INVOICE	1,195.25
B01636930101	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINSTRATION	HP ELITE AIO TOUCHSCRN PC MAIN BAR	INVOICE	1,195.25
B01657920101	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINSTRATION	LOGITECH Z130 PC SPEAKERS(4PAIR)	INVOICE	86.04
							\$5,821.96
<b>PEPSI-COLA GEN BOT INC</b>							
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	TROP LMND BIB 3G	CHECK	44.04
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MIST TWIST BIB 3G	CHECK	44.04
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	PEPSI BIB 5G	CHECK	71.35
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	DIET PEPSI PL BTLS 1 CASE	CHECK	24.99
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	PEPSI PL BTLS 1 CASE	CHECK	24.99
31182309	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MIST TWIST PL BTLS 1 CASE	CHECK	24.99
29444164	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	3G BIB MUG RT BEER (3)	CHECK	44.04
29444164	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	3G BIB TROP LMND (3)	CHECK	44.04
29444164	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	5G BIB PEPSI (10)	CHECK	142.70
29444164	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	5G BIB DIET PEPSI (10)	CHECK	142.70
29444164	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	5G BIB DR. PEPPER (5)	CHECK	71.35
							\$679.23
<b>PERFECT CLEANING SERVICES CORP</b>							
43421	11-20-7300-5040	CONTRACTUAL CUSTODIAL	PSSWC	MAINTENANCE	PS-JAN CLEANING SERVICE (1 MO)	INVOICE	11,287.50
<b>PETTY CASH</b>							
20175145	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	ZIPLOC BAGS	CHECK	4.90
20175145	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	SHERBET	CHECK	5.98
20175145	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	ELC TOY	CHECK	0.99
20175145	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	ELC PUNCH BOWL	CHECK	17.98
20175145	11-10-7500-5000	OFFICE SUPPLIES	PSSWC	ADMINSTRATION	PLANNER/NOTEBOOK	CHECK	36.48
2016	12-96-1500-5000	ACCOUNTING SOFTWARE	CAPITAL		REIMB FOR BAGELS-COTSHOTT	CHECK	59.96
20175444	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PRESCHOOL - FOAM LETTER STICKERS	CHECK	13.57
20175444	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PRESCHOOL - JIM GILL CD	CHECK	15.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	20175444	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	BATTERY FOR HR MONITOR	CHECK	3.79
	20175444	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	MAINTENANCE	WOMEN'S STEAM ROOM - WALL TIMER (P	CHECK	19.97
	20175444	01-10-7100-5010	STAFF DEVELOPMENT	GENERAL	ADMINSTRATION	2016 - EMPLOYEE OF YEAR FOOD - FT MT	CHECK	42.16
								<u>220.78</u>
PICKLEBALL CENTRAL								
	22964	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	SENIOR	12 PICKLEBALLS 50+ PICKLEBALLCENTRAL	AMEX	16.62
	22964	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	SENIOR	USPS FIRST CLASS SHIPPING	AMEX	5.19
								<u>21.81</u>
PINNACLE SERVICES INC								
	49646	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		ELECTRICAL WORK AS PER BID	INVOICE	17,600.00
PINOTS PALETTE								
	2128159	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	PINOT'S PALETTE FT 1/16 QTY 72	AMEX	1,584.00
PITNEY BOWES, INC								
	1002971245	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	PITNEY BOWES QUARTERLY METER COST	INVOICE	210.00
PNC EQUIPMENT FINANCE LLC								
	202343000	14-90-0010-5000	GOLF CART GPS LEASE	BPC		DEPOSIT & 1ST MONTH LEASE PAYMENT	CHECK	4,700.96
POMPS TIRE SERVICES INC								
	640048643	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	4 TIRE FOR TRAILER 835	INVOICE	266.32
	640048582	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SPARE TIRE	INVOICE	187.50
								<u>453.82</u>
POPLAR CREEK BOWL								
	2016	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	SENIOR	50+ BILLIARDS PLAY DURING TC RENO \$8	CHECK	96.00
POTAWATOMI INN								
	3000360824	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	GRT LAKES CONF LODG/MEALS - BF	AMEX	283.39
	3000360824	01-20-7200-5000	PROFESSIONAL EDUCATION	GENERAL	MAINTENANCE	GRT LAKES CONF LODG/MEALS - SB	AMEX	283.30
								<u>566.69</u>
POWER SYSTEMS								
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	10LB DUMBBELL(10) FOR GROUP X CLASS	INVOICE	130.80
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	12LB DUMBBELL(10) FOR GROUP X CLASS	INVOICE	163.60
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	15LB DUMBBELL(10) FOR GROUP X CLASS	INVOICE	196.40
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	8LB DUMBBELL (20) FOR GROUP X CLASSE	INVOICE	212.40

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	6LB DYNAMAX MED BALL FOR GROUP X CL	INVOICE	63.92
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	10LB DYNAMAX MED BALL FOR GROUP X	INVOICE	72.12
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	4LB MED BALL(7) FOR GROUP X CLASSES	INVOICE	181.93
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	6LB MED BALL(5) FOR GROUP X CLASSES	INVOICE	176.25
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	12LB MED BALL(2)	INVOICE	115.44
	8253193	11-30-7500-5100	FITNESS SUPPLIES	PSSWC	PSSWC FITNESS	SHIPPING	INVOICE	136.46
								<u>\$1,449.32</u>
PRECISION PRINT								
	20175535	02-02-0700-2800	NWHL/MITE GREY16-PYZOWSKI	RECREATION	LIABILITIES	NWHL MITE GREY JERSEYS-15	CHECK	450.00
	20175535	02-02-0700-2801	NWHL/MITE BLK16-KASPER	RECREATION	LIABILITIES	NWHL MITE BLK JERSEYS-16	CHECK	544.00
	20175535	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	NWHL SQT GREY JERSEYS-16	CHECK	544.00
	20175535	02-02-0700-2797	NWHL/PW GREY - GARCHIE 15	RECREATION	LIABILITIES	NWHL PW GREY JERSEYS-25	CHECK	850.00
	20175535	02-02-0700-2804	NWHL/SQT RED 16-PARKHURST	RECREATION	LIABILITIES	NWHL SQT RED JERSEYS-17	CHECK	578.00
	2294	02-02-0700-2778	NWHL/SQUIRT BLK-KELLEY 15	RECREATION	LIABILITIES	NWHL SQT BLK PRACTICE JERSEYS-18	CHECK	612.00
								<u>\$3,578.00</u>
Priti Sanghani								
	1/18/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	150.00
PROSAFETY INC								
	2/833410	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	RAIN JACKET AND PANTS	INVOICE	15.00
	2/833410	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	INSULATED SNOW BOOTS	INVOICE	80.00
	2/833410	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	SHIPPING	INVOICE	10.34
								<u>\$105.34</u>
PUMP IT UP								
	20175100	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	PUMP IT UP FT 5/3/17 DEPOSIT	AMEX	50.00
PUTTING EDGE								
	104313	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	PUTTING EDGE FT 1/3/17 QTY 67	AMEX	519.50
QUALITY PEST CONTROL								
	22431	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	PEST CONTROL TC-JAN	INVOICE	47.00
	22471	02-34-4000-5040	VOG RENTAL EXPENSE	RECREATION	WILLOW REC CENTER	PEST CONTROL VISITS VOG BARN	INVOICE	50.00
	22472	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	WILLOW REC CENTER	1 PEST CONTROL VISITS PER YEAR AT WR	INVOICE	50.00
	22470	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	FEB MONTHLY PEST CONTROL TC	INVOICE	47.00
								<u>\$194.00</u>
R&R PRODUCTS								

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 HYDRAULIC FILTER	INVOICE	29.00
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 BRUSH BELT IDLER	INVOICE	35.95
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 OIL FILTER	INVOICE	8.90
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 HYDRAULIC FILTER	INVOICE	7.25
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 AIR FILTER	INVOICE	3.45
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 AIR FILTER	INVOICE	5.85
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	3 REEL REBUILD KIT	INVOICE	68.85
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	3 PRIMARY ROLLER	INVOICE	315.90
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	3 ROLLER SHAFT	INVOICE	62.70
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	6 SHAFT BOLT	INVOICE	36.30
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	6 SPACER	INVOICE	36.00
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	6 BUSHING	INVOICE	28.50
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	6 SPACER	INVOICE	22.59
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	12 ZERK FITTINGS	INVOICE	6.36
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 AIR FILTER	INVOICE	16.95
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 AIR FILTER	INVOICE	15.15
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 OIL FILTER	INVOICE	7.60
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 HYDRAULIC FILTER	INVOICE	36.30
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	1 HYDRAULIC FILTER	INVOICE	35.85
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 AIR FILTER	INVOICE	28.00
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 OIL FILTER	INVOICE	11.80
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 HYDRAULIC FILTER	INVOICE	18.70
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 HYDRAULIC FILTER	INVOICE	72.60
	CD2087476	14-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	MAINTENANCE	2 FUEL FILTER	INVOICE	26.10
								\$936.65
R.A. ADAMS ENTERPRISES INC								
	794775	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	MOTOR	INVOICE	110.00
RAINBOW DANCE COMPETITION INC								
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	5 SOLOS	AMEX	690.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 3 GROUP DANCES (2)	AMEX	1,044.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 1 GROUP DANCES (2)	AMEX	696.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COMPANY 2 GROUP DANCES (2)	AMEX	928.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	1 DUET	AMEX	130.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	1 TRIO	AMEX	195.00
	70070003	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	DISCOUNT	AMEX	(757.00)
								\$2,926.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
REACH DIGTIAL 47004	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	ANNUAL MOBILE APP SVCE FEE	AMEX	1,999.00
REINDERS INC							
1668867-00	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	4 IDLER PULLEYS	AMEX	95.24
1668867-00	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	5 DECK WHEELS	AMEX	44.95
1668867-00	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	10 BEARINGS	AMEX	91.90
1668867-00	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SHIPPING	AMEX	17.52
1667887-00	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	MAINTENANCE AND REPAIR PARTS FOR M	AMEX	979.73
							<u>\$1,229.34</u>
RENT RITE							
204511-1	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		DUST MACHINE FOR CUTTING WALLS	INVOICE	285.00
204511-1	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		DAMAGE WAIVER FEES	INVOICE	28.50
							<u>\$313.50</u>
RETENTION MANAGEMENT							
SUP7071525	11-15-7300-5000	CONTRACTED MARKETING	PSSWC	C&M	MONTHLY RETENTION MANAGEMENT FEE	AMEX	200.00
SUP7071525*	02-34-7900-5020	WRC MEMBER INCENTIVES	RECREATION	WILLOW REC CENTER	JAN RETENTION MANAGEMENT WRC	AMEX	98.00
SUP7071525**	02-32-7900-5020	TCIA MEMBER INCENTIVES	RECREATION	TRIPHAHN CENTER	TC RETENTION MANAGEMENT	AMEX	98.00
							<u>\$396.00</u>
REVOLUTION DANCEWEAR							
1437355	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	ELEMENTARY JAZZ/ACRO COSTUMES (8)	AMEX	281.93
Rita Patel							
1/18/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	131.80
ROCK N KIDS INC							
HEPS0117	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC KID ROCK CLASS 1/12/17	CHECK	80.00
HEPS0117	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC KID ROCK CLASS 1/19/17	CHECK	80.00
HEPS0117	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC KID ROCK CLASS 1/26/17	CHECK	80.00
HOFWI017	02-60-5000-5100	CONT EARLY CHILDHOOD EXPENSE	RECREATION	EARLY CHILDHOOD	9 TOT ROCK @ \$35 PP/PD FEE \$49 PP	CHECK	315.00
HOFWI017	02-60-5000-5100	CONT EARLY CHILDHOOD EXPENSE	RECREATION	EARLY CHILDHOOD	9 KID ROCK @ \$35 PP/PD FEE \$49 PP	CHECK	315.00
							<u>\$870.00</u>
ROSELLE RAMPAGE							
20175243	02-75-5600-5275	BOYS U14 THAKAR	RECREATION	YOUTH ATHLETICS	HUSC U14 BOYS IRN MEN INDOOR RENT.	CHECK	450.00
SAMS CLUB DIRECT COMMERCIAL							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
031108148	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	WILLOW DECEMBER SNACKS QTY 1	CHECK	365.76
031108148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	ARM, LV, FV, MAC DECEMBER SNACKS QT	CHECK	257.34
031108148	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	CREDIT SNACKS	CHECK	(189.34)
031108148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	DEC SNACKS	CHECK	307.44
031108148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	DEC SNACKS	CHECK	410.29
031108148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	DEC SNACKS	CHECK	251.91
712608148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	7 GALLONS OF MILK	CHECK	13.86
712608148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	ALUMINUM FOIL	CHECK	14.47
712608148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BAG OF PEARS	CHECK	5.98
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BLUEBERRY MUFFINS	CHECK	15.92
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	3 LB. COTTAGE CHEESE	CHECK	4.48
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1% GALLON OF MILK	CHECK	10.86
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	PLAIN BAGELS	CHECK	8.22
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	AMERICAN CHEESE SLICES	CHECK	9.98
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BAG OF ORANGES	CHECK	8.98
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	PRETZEL STICKS	CHECK	6.48
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CHEX MIX	CHECK	5.88
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	GOGURTS	CHECK	6.98
447008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BAG OF PEARS	CHECK	8.98
5316474477	02-55-5000-5000	SENIOR PROGRAM EXPENSE	RECREATION	SENIOR	COFFEE,CUPS,WATER	CHECK	113.10
783708148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	ELC MEALS WK OF 1/16, MILK BAGEL BRE	INVOICE	41.90
063108148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	18 CT COOKIES	INVOICE	5.98
063108148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CHOCOLATE CAKE	INVOICE	16.98
661008148	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	4 GALLONS OF MILK	INVOICE	8.80
707208148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	193.83
752508118	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	193.16
71638148	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINSTRATION	IAPD CONF STAFF SOCIAL SNACKS	INVOICE	64.98
707408148	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D15 SNACKS - JAN QTY 1	INVOICE	307.93
459608146	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	286.43
707508148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	283.64
707308148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	233.68
459708148	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAM'S CLUB D54 SNACKS - JAN QTY 1	INVOICE	192.78
0107731	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	SAMS CREDIT-CRACKERS COOKIES CERIA	INVOICE	(189.34)
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	9 GALLONS OF MILK	INVOICE	18.36
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	GALA APPLES	INVOICE	6.98
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 PKS BLUEBERRY MUFFINS	INVOICE	7.96
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 PKS NUTRIGRAIN BARS	INVOICE	19.34

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 CONTAINERS RASPBERRIES	INVOICE	13.96
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 BAGS VEGGIE STRAWS	INVOICE	9.36
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BOX OF SALTINES	INVOICE	5.46
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CONTAINER OF PRETZEL STICKS	INVOICE	6.48
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	PACKAGE OF CREAM CHEESE	INVOICE	6.98
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BAG OF CORN CHIPS	INVOICE	3.38
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BOX OF GOLDFISH	INVOICE	10.18
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BOX OF CLUB CRACKERS	INVOICE	5.92
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CONTAINER OF MARGARINE	INVOICE	4.98
08148008	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	2 PACK OF GRAPE JUICE	INVOICE	3.48
035436384	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	5,000 4 OZ. DIXIE CUPS FOR PS SNACK	INVOICE	168.88
965708148	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	CANS COFFEE (4- 48OZ)	INVOICE	35.92
965708148	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	NAPKINS (6 PACK)	INVOICE	21.91
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	6 GALLONS OF MILK	INVOICE	11.24
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	3 PACKAGES BAGELS	INVOICE	8.22
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1 BAG OF ORANGES	INVOICE	7.98
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1 CONTAINER OF STRAWBERRIES	INVOICE	6.98
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	3 PACK OF KETCHUP	INVOICE	6.98
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1 CAN PINEAPPLE	INVOICE	6.92
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1 CONTAINER COTTAGE CHEESE	INVOICE	3.98
37360848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	1 PACKAGE CHEESE SLICES	INVOICE	9.98
							\$3,690.13
Sandra Rieke							
1/11/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	48.00
Sarah Marks - Paredes							
2/1/2017 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	15.00
SCHAEEFGES BROS INC							
20164629	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		CONCRETE WORK TRIPHAHN AS PER BID/	INVOICE	22,479.40
SCHAUMBURG BUSINESS ASSOC							
34110	01-10-3800-5010	DISTRICT SPONSORSHIP EXP	GENERAL	ADMINSTRATION	GMS-SBA NETWORKING 1/10/17 (1)	AMEX	25.00
73011007011	02-10-7200-5000	PROFESSIONAL EDUCATION	RECREATION	ADMINSTRATION	SBURG BUS MTG 1/17/17 - CT	AMEX	25.00
							\$50.00
SCHAUMBURG PARK DISTRICT							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
1069762	02-60-5400-5020	STAR FIELD TRIPS	RECREATION	EARLY CHILDHOOD	WATER WORKS FT 3/29 DEPOSIT	AMEX	50.00
SCHOOL DISTRICT 54							
OM27203-27220	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	DISTRICT 54 MONTHLY FEES-JAN	INVOICE	3,326.70
SERVICE SANITATION INC							
7286725	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINSTRATION	TOLIET RNTL DG PRK FRDMRN-01/13-02/0	CHECK	126.00
7265032	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINSTRATION	EXTRA DAY TOILET RENTAL	CHECK	4.50
7297010	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINSTRATION	1TOLIET RNTL DG PRK FRDMRN-2/10-3/9	INVOICE	126.00
							\$256.50
SG KRAUSS CO							
2	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		STRUCTURAL STEEL TRIPAHAHN AS PER B	INVOICE	46,440.00
2*	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		INSTALL UNISTRUT STEEL	INVOICE	5,152.00
							\$51,592.00
SHANNON MCGEAL							
22166012	02-02-0700-2801	NWHL/MITE BLK16-KASPER	RECREATION	LIABILITIES	NWHL MITE BLK DELLS TEAM PARTY	CHECK	344.01
SHERWIN WILLIAMS							
589731	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - PURE WHITE PAINT (1)	AMEX	26.33
2718-9	12-97-0900-5000	PARKS GRACO STRIPER	CAPITAL		FIELD STRIPER	AMEX	5,550.00
2718-9	12-97-0900-5000	PARKS GRACO STRIPER	CAPITAL		FIELD STRIPER TRACTION UNIT	AMEX	5,450.00
3844-6	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	SHER WILL - GRN FLT PNT SUPT. REC OFF	AMEX	24.33
146017302	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - TSP PAINT (1)	AMEX	3.99
146017302	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - DISCOUNT (1)	AMEX	(0.60)
146017302	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - 4" ROLLERS (4)	AMEX	19.56
146017302	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	SHOP - DISCOUNT (1)	AMEX	(2.93)
2728-8	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	PAINT SAMPLES FOR FW AND HALLWAY (7	INVOICE	51.73
							\$11,122.41
SITEONE LANDSCAPE SUPPLY							
78910557	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	5 GALLONS TEBUCONAZOLE	INVOICE	307.90
78910557	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	18 CASES MANICURE	INVOICE	1,765.80
78910557	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	FOUR 64OUNCE JARS OF DRIVE XLR8	INVOICE	270.00
78910557	14-20-8400-5040	PESTICIDES	BPC	MAINTENANCE	FOUR ONE QUART JARS OF FUSILADE II	INVOICE	259.28
78910557	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	22 CASES OF TURF VIGOR	INVOICE	1,556.50
78910557	14-20-8400-5030	FERTILIZER	BPC	MAINTENANCE	16 BAGS OF AMMONIUM SULFATE	INVOICE	176.00
							\$4,335.48

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
SNAG GOLF STORE								
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	SNAG GAME PACK (1)	AMEX	229.00
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	LARGE SNAPPER (4)	AMEX	96.00
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	LAUNCHERS (10)	AMEX	210.00
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	ROLLERS (6)	AMEX	126.00
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	PGA MERCHANDISE SHOW PRICING	AMEX	(198.30)
	101367	14-40-5000-5200	JUNIOR PROGRAM EXPENSES	BPC	GOLF OPERATIONS	SHIPPING & HANDLING	AMEX	111.17
								\$573.87
SOUTH SIDE CONTROL SUPPLY CO.								
	S1003629400.001	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-NITRO80 AIRGAS TANK-1	INVOICE	422.83
	S1003629400.001	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-NITRO80 GAS -1	INVOICE	32.44
	S1003629400.001	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-AIRGAS BOTTLES-2	INVOICE	64.88
	S1003629400.001	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC-NITRO PRESTOLITE-1	INVOICE	20.48
	S100366079.002	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SHOP - NITROGEN GAS CANISTER (3)	INVOICE	100.74
	S100366079.002	01-20-8300-5000	FACILITY MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SHOP - NITROGEN PRESOLITE (1)	INVOICE	21.19
								\$662.56
SOUTHWEST AIRLINES								
	5S9FBE	14-20-7200-5000	PROFESSIONAL EDUCATION	BPC	MAINTENANCE	AIRFARE FOR NATIONAL CONFERENCE DU	AMEX	197.88
SPECIATY MAT SERVICES								
	849570	11-20-7500-5020	MAINTENANCE SUPPLIES	PSSWC	MAINTENANCE	PS-FACILITY MAT SERVICES	AMEX	109.81
STANDARD INDUSTRIAL								
	54754	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	SWIVEL FITTING	INVOICE	124.71
STANLEY ACCESS TECH								
	0904732552	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- SERVICE FOR REPAIR (4)	INVOICE	266.35
	0904732552	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- TRAVEL (1)	INVOICE	98.00
								\$364.35
STATE FIRE MARSHAL								
	9568628	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	BOLIER - CERT FEE U0108798 (1)	CHECK	70.00
	9568628	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	BOILER - CERT FEE U0108799 (1)	CHECK	70.00
	9568407	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	PARKS - TC BOILER INSPECTION (1)	CHECK	70.00
	9568407	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	PARKS - TC CHILLER INSPECTION (1)	CHECK	70.00
	9568407	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	PARKS - TC HEAT EXCHANGER INSPECT (1	CHECK	70.00
	9569909	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	PARKS- BOILER B0061323 CERTIFICATION	CHECK	70.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
9569909	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	PARKS- BOILER B0102137 CERTIFICATION	CHECK	70.00
							\$490.00
STEPHANIE VOLLAND							
20175239	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	BANTAM BLACK TOURNEY GOODIES JOAN	CHECK	21.13
20175239	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	BANTAM BLACK TOURNEY GOODIES STAP	CHECK	17.27
20175239	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	BANTAM BLACK TOURNEY GOODIES JOAN	CHECK	5.26
20175239	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	BANTAM BLACK TOURNEY GOODIES DOLL	CHECK	8.60
							\$52.26
STERLING NETWORK INTEGRATION							
170103	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	VEEAM ESSENTIALS PLUS PER SOCKET	INVOICE	1,470.00
STEVE VOLLAND							
12446	02-02-0700-2799	NWHL/BNTM BLK16-KOPECK	RECREATION	LIABILITIES	NWHL BANTAM BLK BAG TAGS	CHECK	80.00
STUEVER & SONS INC							
0168497	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	BIWEEKLY BEER LINE CLEANING (2) JAN	INVOICE	83.00
0172661	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	BIWEEKLY BEER LINE CLEANING (2) JAN	INVOICE	83.00
0175537	14-45-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	BPC	FOOD AND BEVERAGE	REPAIR GLYCO PUMP FOR KEGS	INVOICE	255.00
							\$421.00
SUNBELT RENTAL							
66127485	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-RENTAL;500-700 AIR SCRUBBER (1 WK	AMEX	495.00
66127485	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	DELIVERY AND REMOVAL	AMEX	250.00
66127485	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	FILTERS FOR EACH UNIT (Q 3)	AMEX	298.25
04207590	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS-RENTAL O/3 AIR SCRUBBING UNITS (1	AMEX	465.75
							\$1,509.00
SUNSHINE ARTS AND CRAFTS							
2309044	02-01-0600-1000	PRE-PAID EXPENSE	RECREATION	ASSETS	SUNSHINE ARTS FT 1/16/17 DEPOSIT	VISA	50.00
SUPERIOR KNIFE INC							
209191	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	CUTLERY SHARPENING (2 SERVICES)	INVOICE	60.00
SYSCO FOOD SRVS-CHICAGO INC							
124133037	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	UNRINAL SCREENS 2 CASES	INVOICE	67.10
124136263	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	EGG NOODLE 1 CS	INVOICE	20.85
124136263	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CUCUMBER 1 CS	INVOICE	12.90
124136263	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	MIX GREENS 1 CS	INVOICE	11.67

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
124136263	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	TOMATO 1 CS	INVOICE	18.83
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	12 OZ CUPS FOAM 3 CS	INVOICE	112.20
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	20 OZ CUP FOAM 4 CS	INVOICE	120.96
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	CONE PAPER CUP 2 CS	INVOICE	238.74
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	9 OZ PLASTIC CUP 1 CS	INVOICE	74.97
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	12 OZ PLASTIC CUP 2 CS	INVOICE	117.96
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	24 " PLASTIC ROLL 2 EACH	INVOICE	94.62
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	12" PLASTIC ROLL 2 EACH	INVOICE	31.08
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	18 " PLASTIC ROLL 2 EACH	INVOICE	50.90
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	PLASTIC LIDS 3 CS	INVOICE	80.97
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	6 HR STERNO 1 CS	INVOICE	47.33
124142078	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	2 HR STERNO 3 CS	INVOICE	149.94
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	LIQUID EGG 2 CS	INVOICE	81.80
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	MILK 1 CS	INVOICE	19.99
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ITALIAN SAUSAGEV 5 CS	INVOICE	181.00
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHICKEN BREAST 4 CS	INVOICE	267.40
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHOCOLATE COOKIE 1 CS	INVOICE	63.75
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PENNE PASTA 1 CS	INVOICE	31.80
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	KOSHER SALT 1 CS	INVOICE	24.74
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHICKEN BASE 1 CS	INVOICE	33.20
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	BAY LEAVES 1 EACH	INVOICE	21.85
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHILI POWDER 1 EACH	INVOICE	55.63
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CUMIN 1 EACH	INVOICE	13.42
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	GARLIC POWDER 1 EACH	INVOICE	61.49
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ONION POWDER 1 EACH	INVOICE	38.37
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PAPRIKA 1 EACH	INVOICE	50.09
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PEELED TOMATO 2 CS	INVOICE	67.20
124133036	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	24" PLASTIC WRAP 1 EACH	INVOICE	47.31
124133036	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	18" PLASTIC WRAP 1 EACH	INVOICE	25.45
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ROMAINE 1 CS	INVOICE	20.10
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CANTALOUPE 1 CS	INVOICE	23.03
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	HONEYDEW 2 CS	INVOICE	38.50
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ONION 1 CS	INVOICE	15.10
124133036	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PINEAPPLE 2 CS	INVOICE	38.70
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ROAST BEEF 1 CS	INVOICE	82.32
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	SLIDERS 1 CS	INVOICE	47.50
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHICKEN TENDERS 1 CS	INVOICE	36.80

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PIZZA CRUST 1 CS	INVOICE	62.86
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	FRIES 1 CS	INVOICE	38.87
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	SWEET POTATO FRIES 1 CS	INVOICE	34.60
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	DINNER ROLLS 1 CS	INVOICE	62.47
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	ALPHA DINNER ROLLS 1 CS	INVOICE	45.83
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	13' FLOUR TORTILLAS 1 CS	INVOICE	46.25
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	8' FLOUR TORTILLAS 1 CS	INVOICE	34.20
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	KETCHUP 1 CS	INVOICE	62.71
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	MUSTARD 1 CS	INVOICE	21.20
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	RED PEPPER FLAKES 1 EACH	INVOICE	10.78
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	WINE VINEGAR 1 CS	INVOICE	24.35
124171857	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	JALAPENOS 1 LB	INVOICE	15.85
124171857	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	9' PLASTIC PLATES 1 CS	INVOICE	81.65
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	MILK 1 CS	INVOICE	19.99
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	BACON 2 CS	INVOICE	104.00
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PORK SAUSAGE 2 CS	INVOICE	66.76
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHICKEN BREAST 2 CS	INVOICE	133.70
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	FRITOS 1 CS	INVOICE	34.85
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CHOCOLATE MOUSSE 1 CS	INVOICE	62.84
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PARSLEY FLAKE 1 EACH	INVOICE	17.11
124159302	14-45-7500-5110	PAPER GOODS	BPC	FOOD AND BEVERAGE	TO GO BOX 1 CS	INVOICE	43.10
124159302	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD AND BEVERAGE	WASH AND WALK 1 CS	INVOICE	113.77
124159302	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD AND BEVERAGE	OVEN CLEANER 1 CS	INVOICE	54.95
124159302	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD AND BEVERAGE	DETERGENT ULTRA KLENE 1 CS	INVOICE	135.60
124159302	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD AND BEVERAGE	SANITIZER 1 CS	INVOICE	55.84
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	CARROT 1 CS	INVOICE	19.85
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	RED GRAPES 1 CS	INVOICE	44.70
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	MIX GREENS 1 CS	INVOICE	11.67
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	PEELED POTATOES 1 CS	INVOICE	42.80
124159302	14-45-4600-5000	FOOD COGS	BPC	FOOD AND BEVERAGE	RED POTATO 1 CS	INVOICE	32.00
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	PANCAKES	INVOICE	19.85
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	ENGLISH MUFFINS	INVOICE	10.70
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	RAISIN BRAN	INVOICE	20.35
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	FRENCH TOAST STICKS	INVOICE	17.65
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	WAFFLES	INVOICE	15.75
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CEREAL CRISP	INVOICE	18.15
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	TOASTY OATS	INVOICE	17.05

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	CORN FLAKES	INVOICE	15.35
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	COFFEE FILTERS	INVOICE	12.45
124192848	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	FUEL CHARGE	INVOICE	7.55
1241040864	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINSTRATION	BIOHAZARD KIT	INVOICE	73.90
							<u>\$4,401.46</u>
TEBON'S GAS SERVICE							
187101	02-85-8000-5040	PROPANE	RECREATION	ICE	7 PROPANE TANK REFILLS - ZAMBONI FUE	INVOICE	147.00
187101	02-85-8000-5040	PROPANE	RECREATION	ICE	DELIVERY	INVOICE	9.00
187147	02-85-8000-5040	PROPANE	RECREATION	ICE	7 PROPANE TANK REFILLS	INVOICE	147.00
187147	02-85-8000-5040	PROPANE	RECREATION	ICE	DELIVERY	INVOICE	9.00
187197	02-85-8000-5040	PROPANE	RECREATION	ICE	8 PROPANE TANK REFILLS	INVOICE	168.00
187197	02-85-8000-5040	PROPANE	RECREATION	ICE	DELIVERY	INVOICE	9.00
187245	02-85-8000-5040	PROPANE	RECREATION	ICE	REFILL 7 PROPANE TANKS	INVOICE	147.00
187245	02-85-8000-5040	PROPANE	RECREATION	ICE	DELIVERY	INVOICE	9.00
187291	02-85-8000-5040	PROPANE	RECREATION	ICE	REFILL 7 PROPANE TANKS	INVOICE	147.00
187291	02-85-8000-5040	PROPANE	RECREATION	ICE	DELIVERY	INVOICE	9.00
							<u>\$801.00</u>
TEMPERATE EQUIPMENT CORP							
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- 1/16 HP MOTOR 460 V (1)	INVOICE	202.36
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - MOTOR FAN (1)	INVOICE	5.50
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - INSULATOR (1)	INVOICE	10.27
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - BLOWER WHEEL (1)	INVOICE	24.63
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - PRESSURE SWITCH (1)	INVOICE	38.52
4770245-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - IGNITION CONTROL MODULE (1)	INVOICE	279.59
4784868-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS - FLAME ROLLOUT SWITCH (1)	INVOICE	55.71
4795104-00	02-34-8300-5000	FACILITY MAINTENANCE & REPAIR	RECREATION	WILLOW REC CENTER	WRC- 10" RAIN CAP (1)	INVOICE	15.44
4795765-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PSS- HALL EFFECT SENSOR (1)	INVOICE	17.37
4803845-00	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 2.5" ALUMINUM TAPE (1)	INVOICE	15.84
4803845-00	01-20-7500-5020	MAINTENANCE SUPPLIES	GENERAL	MAINTENANCE	PARKS- 500 PG BIT TIP (1)	INVOICE	22.88
4795786-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- MODEL 241 FLUE BOX (1)	INVOICE	78.10
4795786-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- MODEL 242 FLUE BOX (1)	INVOICE	94.56
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- RTU FAN (1)	INVOICE	5.50
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- HALL EFFECT SENSOR (1)	INVOICE	17.37
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- BLOWER WHEEL (1)	INVOICE	24.63
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- INDUCER HOUSING (1)	INVOICE	88.53
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- GASKET KITS (1)	INVOICE	69.53
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- ZIP SCREWS 1000PK (1)	INVOICE	20.11

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
4801127-00	11-20-8300-5000	FACILITY MAINTENANCE & REPAIR	PSSWC	MAINTENANCE	PS- 500 PG BIT TIP (1)	INVOICE	22.88
							\$1,109.32
TERRACE SUPPLY COMPANY							
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	ACETYLENE	INVOICE	97.20
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	OXYGEN	INVOICE	34.73
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WELDING HELMET	INVOICE	40.66
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	6 PACKS OF FLINTS	INVOICE	7.14
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WIRE FOR WELDER	INVOICE	23.98
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	WIRE FOR WELDER	INVOICE	37.57
557411	01-20-8200-5000	EQUIPMENT MAINTENANCE & REPAIR	GENERAL	MAINTENANCE	HAZ MAT CHARGE	INVOICE	5.25
							\$246.53
TESTING SERVICE CORPORATION							
105300	02-96-2400-5010	TC RENOVATION PROJECT		RECREATION	SOIL TESTING	INVOICE	1,126.40
THE FINER LINE INC							
59891	01-10-7800-5030	COMMISSIONER EXPENSE	GENERAL	ADMINSTRATION	AWARDS-BEST OF THE BOH (2 SCOUTS)	INVOICE	73.30
60146	01-10-7100-5010	STAFF DEVELOPMENT	GENERAL	ADMINSTRATION	NAMEPLATES EMP QTR AND YEAR	INVOICE	45.00
							\$118.30
THE KNOT INC							
00280390	14-45-7900-5000	ADVERTISING	BPC	FOOD AND BEVERAGE	STOREFRONT ADS, 2 EACH	AMEX	1,299.90
00280390	14-45-7900-5000	ADVERTISING	BPC	FOOD AND BEVERAGE	FULL PAGE AD, 1 EACH	AMEX	1,351.41
							\$2,651.31
THEBRAIN TECHNOLOGIES							
2017031355556594	01-10-7600-5000	PROFESSIONAL DUES/SUBSCRIPTION	GENERAL	ADMINSTRATION	THE BRAIN 2017 ANNUAL SUPPORT AGMT	AMEX	159.00
TOTAL STEALTH							
103549	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	3 HRS LABOR SPRINKLER HEAD REPAIR	INVOICE	375.00
103549	14-10-8300-5000	FACILITY MAINTENANCE & REPAIR	BPC	ADMINSTRATION	VALVE REPLACMENT PART	INVOICE	10.00
103407	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC - FITNESS ROOM SMOKE DETECTOR (1	INVOICE	250.00
103407*	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC - LABOR/PARTS SMOKE DETECTOR (1)	INVOICE	625.00
							\$1,260.00
TOTAL TECHNOLOGY SOLUTION							
16498	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	TC-COPIER SRV AGREEMENT-10/20/16-1/1	INVOICE	673.35
16497	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	SHIPPING FEE FOR COPIER TONER	INVOICE	9.00
							\$682.35
TOWN & COUNTRY DISTRIBUTORS							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
998822	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	ISC	CHECK	3.75
998822	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	REV ANTIHERO 1/2 BBL	CHECK	194.00
998822	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	L/BAVARIAN DNK 1/2 BBL	CHECK	155.00
998822	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	KEG DEPOSIT RETURN	CHECK	(120.00)
998822	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LOCAL COOK LIQ TAX	CHECK	2.79
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	AMSTL LT BTLS 2 CASE	CHECK	56.00
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	COORS LIGHT BTLS 2 CASE	CHECK	36.90
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	HEINEKEN BTLS 3 CASE	CHECK	84.00
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MILLER LITE BTLS 5 CASE	CHECK	92.25
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	ISC	CHECK	3.75
182463	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LOCAL COOK LIQ TAX	CHECK	2.43
189871	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	HEINEKEN BTLS 1 CASE	CHECK	29.00
189871	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MILLER LITE BTLS 3 CASE	CHECK	55.35
189871	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	MGD BTLS 1 CASE	CHECK	18.45
189871	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	ISC	CHECK	3.75
189871	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD AND BEVERAGE	LOCAL COOK LIQ TAX	CHECK	1.02
							\$618.44
TOWN SQUARE PUBLICATION							
019HOF-IL-CW-17	02-15-7900-5000	ADVERTISING	RECREATION	C&M	1/4 PG AD IN ANNUAL CHAMBER GUIDE	INVOICE	500.00
TRANE US INC							
1980221	02-10-8300-5000	FACILITY MAINT & REPAIR	RECREATION	ADMINSTRATION	TC- SUPER HEAT UNIT (1)	INVOICE	380.79
TUMBLING TIMES INC.							
WINTER2017	02-50-5300-5100	TUMBLING TIMES CONTRACTUAL	RECREATION	GENERAL PROGRAMMING	214301A - 214310B GYMNASTICS (181 EN	CHECK	3,607.98
UNICOMM INC							
374	01-20-6300-5000	LOSS PREVENTION INSPECTIONS	GENERAL	MAINTENANCE	YEARLY AMPLIFICATION INSPECTION	INVOICE	585.00
UNITED SEPTIC & GREASE BUSTERS							
4391	14-45-7300-5000	GENERAL SERVICES	BPC	FOOD AND BEVERAGE	1ST QUARTER GREASE TRAP CLEANING	INVOICE	450.00
UNITED STATES GOLF ASSOCIATION							
7158162245	14-10-7600-5000	PROFESSIONAL DUES	BPC	ADMINSTRATION	2017 ANNUAL DUES TO USGA	AMEX	110.00
UNITED STATES POSTAL SERVICE							

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
2017	02-15-7700-5000	POSTAGE	RECREATION	C&M	POSTAGE REFILL 2017	INVOICE	6,000.00
UNIVERSITY OF ILLINOIS							
70664	14-20-7200-5000	PROFESSIONAL EDUCATION	BPC	MAINTENANCE	1 EMPLOYEE FOR PESTICDE CERTIFICATI	CHECK	50.00
VALERIE FABER							
91705159	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	PS 90 MIN MESSAGE 12/24-1/6	CHECK	68.25
91705159*	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	MESSAGE THERAPY-1/3	CHECK	29.25
91705159*	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	MESSAGE THERAPY-1/5	CHECK	32.50
20175358	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	PS MESSAGE SERVICES, VAL FABER 1/7-1/	CHECK	325.00
20175358	11-02-0200-2300	MESSAGE ADD-ON/TIP PAYABLE	PSSWC	LIABILITIES	PS MESSAGE TIP VAL F 1/7-1/20	CHECK	71.00
20175598	11-30-4200-5100	MESSAGE THERAPY	PSSWC	PSSWC FITNESS	PS MESSAGE SVCS1/21-2/3/17 V.FABER (Q	CHECK	347.75
20175598	11-02-0200-2300	MESSAGE ADD-ON/TIP PAYABLE	PSSWC	LIABILITIES	PS MESSAGE TIP 1/21-2/3 V FABER	CHECK	30.50
							\$904.25
VERIZON WIRELESS							
VER255	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	ADMIN CELL PHONES	CHECK	176.47
VER255	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PARKS DEPT CELL PHONES	CHECK	499.89
VER255	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	REC DEPT CELL PHONES	CHECK	99.67
VER255	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS CELL PHONES	CHECK	40.75
VER255	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BPC CELL PHONES	CHECK	36.00
VER255	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	NATIONWIDE DIRECTOR PLAN	CHECK	95.98
VER255	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	NATIONWIDE DIRECTOR PLAN	CHECK	32.00
VER255	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	NATIONWIDE DIRECTOR PLAN	CHECK	32.00
VER255	01-10-9000-5000	MISCELLANEOUS EXPENSE	GENERAL	ADMINSTRATION	CELL PHONE-TAYLOR	CHECK	49.99
VER255	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	CELL PHONE-KYLE	CHECK	49.99
9778103627	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	MACHINE TO MACHINE-DEC	CHECK	160.16
977939773	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	ADMIN CELL PHONES-JAN	CHECK	176.47
977939773	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PARKS DEPT CELL PHONES-JAN	CHECK	499.89
977939773	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	REC DEPT CELL PHONES-JAN	CHECK	99.67
977939773	11-10-8000-5030	TELEPHONE	PSSWC	ADMINSTRATION	PS CELL PHONES-JAN	CHECK	40.75
977939773	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	NATIONWIDE DIRECTOR PLAN-JAN	CHECK	109.22
977939773	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	NATIONWIDE DIRECTOR PLAN-JAN	CHECK	36.41
977939773	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	NATIONWIDE DIRECTOR PLAN-JAN	CHECK	36.41
9779399774	01-10-8000-5030	TELEPHONE	GENERAL	ADMINSTRATION	ADMIN TABLET-GIS SERVICE-JAN	CHECK	20.04
9779399774	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	MAINT TABLETS/JAN	CHECK	57.71
9779399774	02-10-8000-5030	TELEPHONE	RECREATION	ADMINSTRATION	TC TABLETS/JAN	CHECK	40.40
9779399774	14-10-8000-5030	TELEPHONE	BPC	ADMINSTRATION	BC TABLETS/JAN	CHECK	17.31

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
								\$2,407.18
VERMONT SYSTEMS, INC.								
	52840	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	2017 ANNUAL SUPPORT AGMT	INVOICE	15,639.81
VILLAGE OF HOFFMAN ESTATES								
	20175131	14-02-0200-2010	SALES TAX PAYABLE	BPC	LIABILITIES	DEC16 BPC F&B SALES TAX	CHECK	663.46
	20175341	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	K. EBASHI HEARING @ VILLAGE (ABSENT)	CHECK	5.00
	20175341	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	K. EBASHI VISION @ VILLAGE (ABSENT)	CHECK	5.00
	00530010117	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA CONCESS WATER-JAN	CHECK	14.58
	08818000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	COTTONWOOD PK WATER-JAN	CHECK	18.49
	00531010117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	SEA FIRE ALARM	CHECK	122.50
	00531010117	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA MECH BLDG WATER-JAN	CHECK	47.16
	15710000117	14-10-7300-5020	ALARM	BPC	ADMINISTRATION	BPC FIRE ALARM	CHECK	122.50
	15710000117	14-10-8000-5020	WATER	BPC	ADMINISTRATION	BPC WATER-JAN	CHECK	488.15
	82524000117	14-10-8000-5020	WATER	BPC	ADMINISTRATION	GOLF RESTROOM WATER-JAN	CHECK	10.02
	00613010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	PINE PARK WATER-JAN	CHECK	14.58
	00596000117	11-10-7300-5020	ALARM	PSSWC	ADMINISTRATION	PS FIRE ALARM	CHECK	122.50
	00596000117	11-10-8000-5020	WATER	PSSWC	ADMINISTRATION	PS WATER-JAN	CHECK	5,314.91
	00582000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANNON CROSS WATER-JAN	CHECK	14.58
	83750000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANTERBURY WATER-JAN	CHECK	19.99
	68080010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	PRINCETON PK WATER-JAN	CHECK	12.52
	32133010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	HIGHPOINT WATER-JAN	CHECK	18.49
	3335600117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	VOG PARK WATER-JAN	CHECK	18.49
	65667010117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	VOG HOUSE FIRE ALARM	CHECK	122.50
	65667010117	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	VOG HOUSE WATER-JAN	CHECK	58.27
	11132000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	SOUTH RIDGE WATER-JAN	CHECK	10.02
	46093010117	01-20-7300-5020	ALARM	GENERAL	MAINTENANCE	MNT GARAGE FIRE ALARM	CHECK	122.50
	46093010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	MNT GARAGE WATER-JAN	CHECK	226.53
	11131000117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	WRC FIRE ALARM	CHECK	122.50
	11131000117	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	WRC WATER-JAN	CHECK	1,121.42
	11131000117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	WRC ALARM	CHECK	122.50
	00053000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	HUNTINGTON PK WATER-JAN	CHECK	10.02
	01600020117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	TROPICANA WATER-JAN	CHECK	11.32
	23471000117	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	ICE ARENA WATER-JAN	CHECK	1,991.41
	11133000117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	TC FIRE ALARM	CHECK	122.50
	11133000117	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	TC WATER-JAN	CHECK	565.92
	00571000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	VICTORIA PK WATER-JAN	CHECK	18.49

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
00595000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	COMMUNITY PK WATER-JAN	CHECK	47.16
11071000117	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINSTRATION	VOG BARN FIRE ALARM	CHECK	122.50
11071000117	02-10-8000-5020	WATER	RECREATION	ADMINSTRATION	VOG BARN WATER-JAN	CHECK	110.41
00528010117	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA BATHHOUSE WATER-JAN	CHECK	18.49
28218000117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	EISENHOWER PK WATER-JAN	CHECK	18.49
00600010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	SYCAMORE PK WATER-JAN	CHECK	14.58
00598010117	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	FIELD PK WATER-JAN	CHECK	14.58
15700000117	14-20-7300-5020	ALARM	BPC	MAINTENANCE	ALARM	CHECK	122.50
15700000117	14-20-8000-5020	WATER	BPC	MAINTENANCE	GLF MNT WATER-JAN	CHECK	18.49
012317	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	PS VISION RETEST 1/9- 10 CHILD @ \$5 E	CHECK	50.00
012317	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	PS HEARING RETEST 1/12 - 8 CHILD @ \$5	CHECK	40.00
							\$12,236.02
<b>VORTEX COMMERCIAL FLOORING</b>							
20164624	02-96-2400-5010	TC RENOVATION PROJECT	RECREATION		FLOORING WORK AS PER BID TRIPHAWN	INVOICE	41,170.94
<b>WAGeworks</b>							
125AI0509015	01-10-7100-5000	HEALTH INSURANCE	GENERAL	ADMINSTRATION	WAGeworks - JAN17 COMPLIANCE FEE	INVOICE	50.00
<b>WALMART COMMUNITY BRC</b>							
848035	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	BANANAS, APPLESAUCE, EGGS	AMEX	29.28
000100228547	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	SHAVE CREAM, COTTON BALLS, COCONUT	AMEX	28.92
000100228547	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	SHAVE CREAM, BOWLS, SPOONS	AMEX	21.74
000100228547	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	HUMMUS, CANTALOUPE, STRAWBERRIES	AMEX	23.72
000100228547	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	MINI CHEFS SUPPLY 1/11/17 CLASS	AMEX	18.96
000988455835483	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	CLUE GAME BOARD QTY 1	AMEX	8.77
10338544	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	STRAWBERRIES, YOGURT, PEARS	AMEX	43.12
10338544	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	BEANS, HONEY, STORAGE BOX	AMEX	19.23
10338544	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	MINI CHEFS SUPPLY 1/25/17 CLASS	AMEX	20.96
10338544	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	COTTON BALLS, SALT, BROOM, CAN	AMEX	21.68
10338544	02-60-5300-5000	PARENT/TOT GENERAL PROGRAMS	RECREATION	EARLY CHILDHOOD	HOT COCOA - 2'S SCHOOL	AMEX	2.76
10338544	02-60-5000-5020	THREESCHOOL EXPENSE	RECREATION	EARLY CHILDHOOD	HOT COCOA - 3'S SCHOOL	AMEX	2.76
10338544	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	FLOUR, HOT COCOA - STICKY FINGERS CL	AMEX	4.82
10074505	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	TMNT PUZZLE QTY 1	AMEX	8.97
10074505	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	PENCILS QTY 2 BOXES	AMEX	7.88
10074505	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	9" PLATES QTY 1	AMEX	3.48
10074505	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	WHITE STRING QTY 1	AMEX	1.50
10074505	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	BATTERIES QTY 1 8 PACK	AMEX	4.97

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
	10074505	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	USA MAP PUZZLE QTY 1	AMEX	6.98
	000100154033	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	10 CT MARKERS QTY 2	AMEX	3.94
	000100154033	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	CARDS QTY 2	AMEX	1.94
	000100154033	02-60-5400-5010	STAR DISTRICT 54 EXP	RECREATION	EARLY CHILDHOOD	CARDS QTY 2	AMEX	0.94
	000100154033	02-60-5400-5000	STAR DISTRICT 15 EXP	RECREATION	EARLY CHILDHOOD	FOLDERS QTY 18	AMEX	4.32
	888001	02-60-5200-5000	GENERAL PRESCHOOL PROGRAMS	RECREATION	EARLY CHILDHOOD	PS SUPPLY - PUDDING, CORN STARCH	AMEX	29.96
	888001	02-60-5500-5000	CHILD CARE PROGRAM EXP	RECREATION	EARLY CHILDHOOD	ELC ROOM SUPPLY - PLATES, PASTA, CHE	AMEX	17.20
	888001	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	MINI CHEF SUPPLY - 1/18 CLASS	AMEX	13.81
	888001	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	ELC MEALS SUPPLY - BANANAS, MELON	AMEX	7.60
	888001	02-60-5000-5020	THREESCHOOL EXPENSE	RECREATION	EARLY CHILDHOOD	3'S SCHOOL - BABY OIL	AMEX	2.47
	888001	02-60-5300-5000	PARENT/TOT GENERAL PROGRAMS	RECREATION	EARLY CHILDHOOD	2'S SCHOOL - COTTON BALLS	AMEX	9.24
	888001	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	STICKY FINGERS HONEY, OIL, JELLO	AMEX	8.91
	888001	02-60-5000-5000	EARLY CHILDHOOD PROGRAMS	RECREATION	EARLY CHILDHOOD	LITTLE SCIENTISTS- BABY OIL	AMEX	2.47
	885615	02-60-5500-5010	CHILD CARE PROGRAM MEALS	RECREATION	EARLY CHILDHOOD	9 GALLONS MILK @ \$2.65 EACH - ELC	AMEX	23.85
								\$407.15
WAREHOUSE DIRECT								
	3336251-0*	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	KEYBOARD WRIST RESTS (3)	AMEX	23.70
	3336251-0*	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	WIRE FILE ORGANIZER	AMEX	6.26
	3336251-0*	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	MOUSE WRIST REST	AMEX	10.25
	3336251-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	CORRECTION TAPE/WRC	AMEX	12.46
	3336251-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	CE505A TONER/HR, 50+, WRC	AMEX	92.29
	3336251-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	CE255A TONER/REGISTRATION	AMEX	307.83
	3336942-0	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	GEL PEN RED	AMEX	17.09
	3336942-0	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	MANILLA FOLDERS/LETTER	AMEX	14.54
	3336942-0	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	SCISSORS (3-PAK)	AMEX	35.30
	3336942-0	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINSTRATION	HEWCE255XD (2-PAK)	AMEX	487.82
	3336942-0	14-10-7500-5050	COMPUTER SUPPLIES	BPC	ADMINSTRATION	HEWCC531A (CYAN)	AMEX	129.99
	3336942-0	14-10-7500-5050	COMPUTER SUPPLIES	BPC	ADMINSTRATION	HEWCC532A(YELLOW)	AMEX	129.99
	3336942-0	14-10-7500-5050	COMPUTER SUPPLIES	BPC	ADMINSTRATION	HEWCC533A (MAGENTA)	AMEX	129.99
	3336942-0	14-10-7500-5050	COMPUTER SUPPLIES	BPC	ADMINSTRATION	HEWCC530A (BLACK)	AMEX	131.99
	208697	14-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	BPC	ADMINSTRATION	BPC COPIER SEVICES 9/23-12/22	AMEX	50.85
	208697	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	TC-N COPIER SERVICE 9/23-12/22	AMEX	119.66
	208697	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	MAINT COPIER SERVICE 9/23-12-22	AMEX	4.88
	208912	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	KYOCERA 6500I SERVICES 9/26-12/25	AMEX	244.54
	3327560	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	POCKET CALENDAR	AMEX	7.95
	3327560-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	STAPLES	AMEX	6.00
	3327560-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	FLASH DRIVE	AMEX	40.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
3327560-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	SCISSORS (3-PACK)	AMEX	17.65
3327560-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	RULERS	AMEX	6.48
3353464-0	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINSTRATION	2017 DESK CALENDARS (12)	AMEX	55.08
211085	11-10-7400-5010	SERVICE AGREEMENTS	PSSWC	ADMINSTRATION	PS COPIER SERV Q1 - 10/12/16-1/11/17	AMEX	75.35
210669	01-10-7400-5010	EQUIPMENT SERVICE AGREEMENTS	GENERAL	ADMINSTRATION	WRC COPIER SERVICES-12/14-01/13	AMEX	19.68
3342166-00	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	TOILET TISSUE QT12	AMEX	520.80
3342166-00	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	RL CLUB PAPER TOWEL QT12	AMEX	785.76
3342166-00	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	NITRILE CLEAN GLOVES QT12	AMEX	57.20
3342166-00	11-30-7500-5120	LOCKERROOM SUPPLIES	PSSWC	PSSWC FITNESS	SHIPPING	AMEX	12.95
							\$3,554.33
WEISSMANS DESIGNS FOR DANCE							
001464178	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COSTUME #9004 (1)	AMEX	39.99
001464178	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COSTUME #9286 (2)	AMEX	79.98
001464178	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COSTUME #9778 (1)	AMEX	49.99
001464178	02-50-6100-5010	DANCE COMPANY EXPENSE	RECREATION	GENERAL PROGRAMMING	COSTUME #9021 (2)	AMEX	99.98
0014204205	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	PRINCESS DANCE COSTUMES (6)	AMEX	209.94
0014204205	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	BROADWAY KIDS DANCE COSTUMES (6)	AMEX	239.94
0014204205	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	INT. JAZZ/TAP/ACRO COSTUMES (5)	AMEX	199.95
0014204205	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	INT JAZZ LEGGINS (5)	AMEX	64.95
000098482	02-50-6100-5000	DANCE CLASS EXPENSE	RECREATION	GENERAL PROGRAMMING	1 ADDITIONAL COSTUME WILLOW	AMEX	43.99
							\$1,028.71
WILLIAMS ARCHITECTS							
0017529	12-96-2400-5000	TC RENOVATION ARCH	CAPITAL		CONSTRUCTION DOCUMENTS & BID NEG	INVOICE	2,673.36
Yoomi Choi							
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY BAM HOLLAND MI LUNCH R	CHECK	336.00
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY SHARKEES HOLLAND MI DI	CHECK	594.70
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY GOODIE BAG DOLLAR TREE	CHECK	11.83
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY GOODIE BAG OFFICE MAX R	CHECK	16.98
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY GOODIE BAG ORIENTAL REI	CHECK	69.90
20175241	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY CHICAGO STEEL DEP REIMB	CHECK	100.00
1009	02-02-0700-2802	NWHL/SQT GREY 16- MOSOFF	RECREATION	LIABILITIES	SQUIRT GREY HOLIDAY BAGS REIMB	CHECK	85.00
							\$1,214.41
YOUTH ELITE SOCCER, LLC							
4887	02-02-0400-2730	HOFFMAN UNITED SOCCER CLUB	RECREATION	LIABILITIES	HUSC YES SOCCER TRAINING - COACH	CHECK	3,600.00
4906	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	WINTER TRAINING HRS. U9-U14 GRLS HU	CHECK	1,040.00
4921	02-75-5600-5210	GIRLS SCHEIDECKER	RECREATION	YOUTH ATHLETICS	U9-U14 HUSC GIRLS SPRING TRAINING	CHECK	3,900.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT  
 INVOICE DUE DATES 01/11/2017 - 02/14/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

VENDOR NAME	ACCOUNT NUMBER	ACCOUNT NUMBER DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMOUNT
							\$8,540.00
ZENON COMPANY							
6619	02-80-8100-5000	POOL EQUIPMENT	RECREATION	AQUATICS	SEA - 200'X2" BLUE STRAPPING (2)	INVOICE	158.00
6619	02-80-8100-5000	POOL EQUIPMENT	RECREATION	AQUATICS	SEA - 30-511 RATCHET STRAPS (2)	INVOICE	136.00
6619	02-80-8100-5000	POOL EQUIPMENT	RECREATION	AQUATICS	SEA - SHIPPING (1)	INVOICE	67.00
							\$361.00
Ziad Itani							
1/25/2017 12:00:00	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Bal Refund	CHECK	136.00
							Total: \$1,186,541.11

### 3. Taxing and Spending

By PAUL N. KELLER

As a newly elected official, you will undoubtedly have questions early in your term relating to the topic of “money.” For example, what are the sources of the revenue that your local governmental entity spends? What kinds of expenditures are permissible? Who has the authority to enter into contracts for supplies and services, and what process must be followed? How do you account to your constituents for the expenditures of your board or council? The following summary offers a flavor of the issues about which you should be aware. We also suggest that you approach your

areas within their boundaries when special services are performed. In addition, municipalities can impose a variety of non-property taxes, such as sales taxes, vehicle taxes, amusement taxes, utility taxes and many others. Local governments may also impose “user fees” or “impact fees” on people who utilize government services or facilities or who apply for permits or licenses, such as admission fees for recreation facilities, zoning permits, and business licenses. Schools and other governmental units receive revenue from state and federal agencies. Park districts derive a fair amount of their

or all of the property tax being disallowed. Property taxes are frequently a controversial political issue.

It is difficult to explain the property tax system to the average property owner. One of the most confusing aspects is that taxes are paid in arrears. That is, the taxes collected this year were levied last year to pay for last year’s budget. Also, in many counties – including all the “collar counties,” as well as those that have approved a “tax cap” by referendum – non-home rule governments, such as school districts, park districts, library districts and smaller municipalities, are subject to tax caps: limits imposed by the State on how much tax may be levied and by how much taxes may be increased each year, without voter approval. Home rule municipalities and home rule counties are generally free from tax caps. Another confusing factor is that taxes are usually levied by imposing a “tax rate” on the “equalized assessed value” (EAV) of the property.

The assessor determines the assessed value, which is not the same as the fair market value. The State then multiplies the assessed value by the “equalization factor,” in an attempt to cause all property in the State to be assessed at the same level. The EAV is then multiplied by the local tax rate (\$0.xxx/\$1.00 of EAV) to determine the number of dollars owed by the property owner. This process is carried out for each taxing jurisdiction in which the property is located, and may include the county, township, city or village, school districts, library district, park district, and others, all the way down to the mosquito abatement district. All these independent taxes, taken

*The rule of law in Illinois is that only the corporate authorities may bind the governmental body unless there is some specific authority for an official to do so, or the public body has, by ordinance or other formal action, designated a specific person or persons to act on behalf of the entity.*

local governmental entity’s finance director, business manager or treasurer for valuable information he or she has about the entity’s fiscal operations.

#### **Taxing**

The primary source of revenue for local governments is the general real estate tax – the tax on all property within the municipal or district boundaries. School districts, in particular, rely principally on property tax. Cities and villages are also empowered to levy special property taxes on limited

income from user fees. Schools are also allowed to charge reasonable fees for supplementary services. Some local government units receive a portion of state income taxes.

The process of levying and collecting property tax is quite technical and complex. Because unpaid property tax can become a lien on real estate and can result in forfeiture of ownership, the law requires the government to follow the rules exactly when levying property tax. Failure to do so can result in some

## Articles

### Taxing and Spending, cont'd.

together, make up the total tax bill on the property.

Property tax is paid to the county collector, and then distributed to the local taxing bodies, minus a small percentage retained in case some portion of the tax is objected to and disallowed. The county will also refuse to collect any portion of the tax which exceeds the statutory tax cap. It is the responsibility of local elected officials to assure that proper procedures are followed in levying taxes. Any taxpayer may—and many do—pay taxes “under protest.” If defects in the levy process are later proved in court, these taxpayers will have some of their taxes refunded.

#### Investment of Funds

Tax revenues are generally paid to local governments in large lump sums, which are then invested by the government until they are required to pay expenses. The investment of public funds is strictly regulated by various state and federal statutes. Consequences for failure to comply with these provisions can be severe, so it is important to be aware of your governmental entity’s responsibilities, which range from the kinds of investments that are permitted for revenues and for surplus to the purposes for which interest on investments can be used and the funds into which interest must be deposited. In addition, certain state and federal regulations apply to revenues deposited in funds and accounts established for the payment of debt service on a public entity’s bond obligations.

#### Spending

Every taxing body must, as a condition of levying a property tax, adopt an annual appropriation, budget or similar ordinance, detailing how the money is to be spent. Although such documents can be later amended, that process requires following certain rules. Gen-

erally, the appropriation or budget ordinance doesn’t authorize the actual expenditure of funds, but only the maximum amounts that can be spent in the fiscal year. Every expenditure of government funds must be provided for in the appropriation or budget ordinance and must be approved, directly or indirectly, by the local elected officials. Most governments must follow strict rules regarding timing and public notice at each step of the taxing process. The budget or appropriation ordinance becomes the basis for the tax levy, and is the government body’s financial plan for the coming year. Remember, however, that the taxes levied this year will not be collected until next year.

body contractually, unless there is some specific statutory authority for an official to do so, or the public body has, by ordinance or other formal action, designated a specific person or persons to act on behalf of the entity. A public official might promise a project to a particular contractor, but until the members of the governing body formally approve a contract, or otherwise ratify the understanding between the contractor and the individual official, that promise cannot bind the government. But the corporate authorities may delegate to an official the power to approve contracts for up to a maximum amount of money. Absent such authority, a single official, who thought he or she was buying some-

*Failure to conform to the proverbial  
“letter of the law” could result in  
invalidation of an expenditure or the  
filing of an incorrect tax levy if that levy  
is based upon an erroneous budget or  
improper transfer of funds*

#### Contracts

Most expenditures, other than those for employees’ salaries and benefits, are for financial obligations which have been incurred as a result of contracts for construction of public improvements, and purchase of goods and services. Equipment, tools, professional services, office supplies, and so on, are usually purchased by entering into a contract with a supplier, vendor or professional firm. There are specific legal requirements regarding such contracts.

Because a contract is a commitment to pay money, only the corporate authorities may bind the governmental

thing for the government may end up paying for it if the other officials have a different view and will not ratify the unauthorized purchase.

As noted above, for most governments, expenditures require a prior appropriation, and it is not possible to establish appropriations beyond the current fiscal year. Sometimes it is necessary or advantageous for a government body to enter into a contract which extends beyond one fiscal year. The rules differ from government to government. For example, can a municipality commit itself to a multi-year contractual obligation? 65 ILCS

**Taxing and Spending, cont'd.**

5/11-61-3, permits 10-year installment contracts for the lease or purchase of real estate, while 65 ILCS 5/11-76.1-1 enables a municipality to extend such contracts to 20 years, subject to a “back door referendum” (a referendum forced by petition of registered voters.) In addition, 65 ILCS 5/8-1-7 authorizes certain employment contracts for no longer than the term of the mayor or president as well as multiyear collective bargaining agreements and intergovernmental agreements. Other units of local government are granted similar statutory authority to execute multi-year contracts. For example, park districts may execute contracts for up to three years relating to certain kinds of professional services and to the employment of various officers. School districts may enter into multi-year contracts with administrators and employee bargaining units. In any case of a multi-year contract, an appropriation must be included in each budget year for which the contract is in effect.

**Competitive Bidding**

Most statutes that create municipalities and other public corporations contain procedures governing contracts for public works projects, services and supplies. For example, Section 8-9-1 of the Illinois Municipal Code requires municipalities of less than 500,000 population to solicit bids for work or other public improvements where the cost exceeds \$20,000.

Following the advertising for bids, the municipality must let the contract to the lowest responsible bidder, although this requirement can be waived and a contract entered into without advertising if two-thirds of the aldermen or trustees approve the contract. Home rule municipalities and counties may establish their own requirements for bidding but should be aware of prevail-

ing case law. The Code also authorizes, but does not require, municipalities to enact ordinances providing for the award of contracts for supplies. It is good practice and fosters good public relations for the municipality to seek bids which are responsive to its specifications before actually awarding a contract. This process will also generally result in a lower contract price.

*In deciding whether bidders are responsible, the public entity may take into account the contractor's ability to perform the work or deliver the service in addition to its financial responsibility*

Provisions similar to the one described above can be found in the School and Park District Codes (105 ILCS 5/10-20.21 and 70 ILCS 1205/8-4(c)), and the statute governing Community Colleges (110 ILCS 805/3-27.1). For some of these units of government, the contracting statutes are more stringent than for municipalities. Generally, public bodies cannot change a contract in any material respect without re-advertising for bids, or change the decision after a bid has been accepted. Public officials are not prohibited from negotiating with the successful bidder for a reduced price on a contract once the selection is made, but no other terms of the contract may be changed. Also, the public body can reject all bids and start over.

The corporate authorities of government bodies are generally vested with discretion to decide who is the “lowest responsible bidder.” This determination will usually be upheld by a court in the absence of an abuse of that discretion. In deciding whether bidders are respon-

sible, the public entity may take into account the contractor's ability to perform the work or deliver the service in addition to its financial responsibility, and in that connection, may examine the bidder's performance history in its own jurisdiction or for other public bodies. At least one Illinois court approved of a county's consideration of the service provider's social respon-

sibility, and another court approved a city's rejection of the lowest bid due to the city council's concern about the public's perception of a conflict of interest. Governments receive a benefit in that a rejected bidder must act quickly if it seeks to prevent a contract being awarded to some other entity.

Certain bidding issues should always raise the red warning flag for public officials. Participating in prohibited actions could result in a charge of bid rigging or bid rotating. An official who knowingly opens a sealed bid at a time different from that advertised, or provides “inside information” to a potential bidder, or knowingly discloses information in a sealed bid to an interested party, can be convicted of a felony and punished accordingly.

For intergovernmental agencies created pursuant to statute or by agreement, the Intergovernmental Cooperation Act and other statutes establish certain bidding requirements. Article VII, Section 10 of the 1970 Illinois

## Articles

### Taxing and Spending, cont'd.

Constitution permits joint purchasing activities among public entities, as does the Government Joint Purchasing Act. Under these laws, governmental bodies may join together to purchase supplies, personal property, and services more economically for all involved.

Under the Local Government Professional Services Selection Act, contracts are exempted from competitive bidding requirements if they pertain to architectural, engineering, and land surveying services, although a modified form of proposal solicitation is required. In such a case, a selection can be made on the basis of "evaluations, discussions, and presentations." If the entity has worked with a firm previously and has a satisfactory relationship, it may be able to dispense entirely with the informal evaluation process. Construction contracts are especially important because a misstep can be very costly. We have advised many local government clients on working with architects and engineers in designing construction contracts which were fair to all parties but gave the governmental body favorable and manageable terms on

controversial issues. See Article 7 on construction contracts.

#### Grants

Some local governmental bodies receive funds from state or federal agencies for special programs or projects. There are strict regulations on the receipt and use of such funds. Misuse can result in severe penalties.

have adverse consequences. Large dollar amounts are involved in most government activities and a mistake can have unfortunate and long-lasting financial effects. Article 16 discusses a number of ANCEL GLINK pamphlets on the finances of various governmental bodies.

*If your government is subject to a tax cap,  
you will have a built-in restriction that must  
be honored annually.*

#### Conclusion

As is true for any business enterprise, a good way to identify the policies and practices of a unit of local government is to "Follow the Money." An understanding of government financial affairs is essential for any elected official making decisions about spending priorities. Please remember that this is a highly regulated area, in which some practices successfully used in private business are simply prohibited or will



### **3.0 DESIGNATION, APPLICATION AND LEGAL STATUS**

#### **3.1 DESIGNATION**

This manual shall be known as "The Policy Manual of the Hoffman Estates Park District, Cook County, Illinois." And the same may be so cited and referred to for purposes of identification. Chapter 11 (Personnel Policies) of this manual shall be known as the full-time personnel policy manual of the district.

#### **3.2 SCOPE**

This manual shall apply to and be enforced in all of the territory originally embraced in, heretofore added to, and which may hereafter be embraced in the boundaries of said District, and in all parks, greenways, boulevards, public places, and other facilities now under or hereafter coming under the control of the District, whether within or outside the boundaries of said District.

#### **3.3 DECLARATION OF CONTROLS**

The premises heretofore laid out and identified under Section 1.4 and public places as may hereafter be acquired, leased, laid out, or appropriated by the appropriate corporate motion of the District are hereby declared to be in the possession and control of the District for park purposes.

Whenever in this manual the parks, greenways, boulevards or public places of the District are referred to, such words shall be held to refer to include all such areas, including buildings and other structures in the possession and control of the District.

#### **3.4 PROVISION FOR CHANGES IN POLICY**

Any of these policies may be changed or additions made thereto by a majority vote of the Board at any regular or specially called meeting that the Board requires.

#### **3.5 LEGAL STATUS OF THE PARK BOARD**

The State Constitution, Statutes, Attorney General's ruling and court decisions on matters relating to public parks, park boards and park districts constitute the foundation of the legal status of the park board.

Park boards are constitution state agents created by the legislature for the purpose of affecting, within the respective park district, the State laws pertaining to public parks and recreation activities.

Park boards are empowered to make contracts, employ persons, sue or be sued, make rules and regulations governing their own procedures and those of parks under their jurisdiction and purchase and hold title to property in the name of the park district as well as sell and give title to property Park districts, like cities, counties and other units of local government, have no inherent or original governing powers. Park districts can neither add to nor subtract from their responsibilities, powers, and limitations as defined by State law.

Park districts are not subject to the authority of any governing unit other than the State, except in such special areas as the legislature may determine, including, for example, the Village's zoning authority.

Members of the park board are elected by the citizens of the local park district to represent and act for the State in performing the legal function of providing their district with the kind of park and recreational programs and facilities required or permitted by State law.

Park districts are corporate bodies, or "artificial persons," and may act officially only on duly authorized and legally held meetings of the Board of Park Commissioners.

**Section 3 Board Approved June 2010**

## **4.0 ORGANIZATION**

### **4.1 PARK BOARD OF COMMISSIONERS**

#### **4.1.01 AUTHORITY**

The management and control of all officers of the Hoffman Estates Park District and all parks and all other property maintained by such park district and committed to its control and supervision, shall be vested in the Board of Commissioners of the Hoffman Estates Park District as created and established by an Act of the General Assembly of the State of Illinois entitled: "An act to provide for the organization of Park Districts and the transfer of submerged lands to those bordering on navigable bodies of water", approved June 24, 1895, as amended.

#### **4.1.02 PRIMARY FUNCTIONS OF THE BOARD**

The primary function of the Board is to approve the basic policy for the operation, improvement and planning of the park and recreation facilities and activities within the park district. Specifically included in the above are the following:

- 4.1.02.01** Interprets the needs of the community.
- 4.1.02.02** Develops policies in accordance with park and recreational needs of the people.
- 4.1.02.03** Approves means by which these policies may become effective.
- 4.1.02.04** Selects and evaluates the chief administrator.
- 4.1.02.05** Approves a budget to provide parks, facilities and recreational services and levying taxes within statutory limits to provide funding.
- 4.1.02.06** Approves monthly warrant lists and financial reports.
- 4.1.02.07** Informs the public of the purpose, worth and extent of the district's services, parks and facilities.
- 4.1.02.08** Approves policies governing employment policies of all full-time, part-time and seasonal employees.
- 4.1.02.09** Establishes all rules and regulations in reference to the use of parks and facilities within its jurisdiction.
- 4.1.02.10** Approves full-time salary ranges, and annual district wide salary increases and benefits.
- 4.1.02.11** Approves long term agency goals and objectives, and long range comprehensive master plan.
- 4.1.02.12** Approves ordinances and resolutions.
- 4.1.02.13** Approves contracts and expenditures to individual vendors which exceed \$25,000.
- 4.1.02.14** Approves park and facility major development/renovation plans.

#### **4.1.03 CONTINUING EDUCATION OF COMMISSIONERS**

The Park Board of Commissioners recognizes that continuing education results in improved public service, greater cost effectiveness in park and facility maintenance and more efficient delivery of leisure services. In order to foster ongoing improvement, the Park Board of Commissioners are encouraged to attend continuing education programs provided

by the Illinois Park and Recreation Association, Illinois Association of Park Districts, National Recreation Association and other qualified educational institutions.

**4.1.04 BONDS**

Before entering upon their respective duties, all officers and employees may be required to be bonded in such penal sum, and with such conditions and security as *may* be determined by the Board.

**4.1.05 FISCAL YEAR**

The fiscal year of the Hoffman Estates Park District shall begin on the first (1<sup>st</sup>) day of January and end on the thirty-first (31<sup>st</sup>) day of December of the same calendar year.

**4.1.06 ANNUAL MEETING**

The annual meeting of the Board shall be held on the **third** Tuesday in May on non-election years for the purpose of electing and/or appointing board and community representatives to various boards, association and committees as outlined below and the first Tuesday following the County Clerk's Office last day to conduct the canvass to administer the oath of office and for the purpose of electing an/or appointing board and community representatives to various boards, association and committees as outlined below.

- A. The Board Secretary administers oath of office to newly elected commissioners (odd years only).
- B. The Board as a whole elects president and vice-president for the coming year.
- C. The president with the consent of the Board appoints the Treasurer, Assistant Treasurer, Secretary and Assistant Secretary.
- D. The president with the consent of the Board appoints the park district legal counsel.
- E. The president, with the consent of the Board, appoints committee chairpersons.
- F. The president, with the consent of the Board, appoints commissioners and community representatives to various boards, associations and committees as required.

Board Approved January 23, 2007  
Board Approved December 20, 2011

**4.01.07 REGULAR MEETINGS AND CONTINUED (ADJOURNED) MEETINGS**

Unless otherwise determined at a regular meeting of the Board of Commissioners by an Ordinance fixing the time, the regular meeting of the Board of Commissioners shall be held the fourth Tuesday of each month at 7:00 p.m., provided, however, that if the foregoing direction of this section would require a meeting to be held on a day which, under any statute of the State of Illinois, is a legal holiday, then in each such case, the regular meeting shall be held the day following such legal holiday.

A regular or special meeting may be adjourned or continued to a later date if it is not beyond the date of the next regular Board meeting provided the Board may consider any transaction at the adjourned meeting that it might have considered at the original meeting so adjourned.

Board Approved – April 18, 2006  
Board Approved – March 22, 2011

#### **4.1.08 SPECIAL MEETINGS**

The president shall call special meetings whenever he deems it necessary or at the request of two or more of the Board members and shall cause a notice to be sent to all members of the Board not less than three (3) days prior to the scheduled date of said special meeting. Notice may also be given by telephone or electronically in case of emergency. Any commissioner may give notice of any special meeting in writing or in person at any meeting of the Board.

#### **4.1.09 PLACE OF MEETING**

The meetings of the commissioners shall be held at the Triphahn Center, located at 1685 W. Higgins Road, Hoffman Estates, Illinois. Meetings may be held in any other place within the Hoffman Estates Park District at the discretion of the Board.

#### **4.1.10 PUBLIC NOTICE**

All regular, annual, special and committee meetings of the Board shall be held in public according to State statutes, with notices provided to news media upon request. Public notice of the schedule of regular meetings shall be given at the beginning of each calendar or fiscal year and shall state the regular dates, times and places of such meetings. An agenda for each regular meeting shall be posted at the principal office of the public body, on the Park District web site ([www.heparks.org](http://www.heparks.org)) and at the location where the meeting is to be held at least 48 hours in advance of the holding of the meeting. The requirement of a regular meeting agenda shall not preclude the consideration of items not specifically set forth in the agenda. Public notice of any special meeting, except a meeting held in the event of a bona fide emergency, or of any rescheduled regular meeting, or of any reconvened meeting, shall be given at least 48 hours before such meeting, which notice shall also include the agenda for the special rescheduled, or reconvened meeting, but the validity of any action take by the public body which is germane to a subject on the agenda shall not be affected by other errors or omissions in the agenda. The requirement of public notice of reconvened meetings does not apply to any case where the meeting was open to the public and: (1) it is to be reconvened within 24 hours; or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda. Notice of an emergency meeting shall be given as soon as practicable, but in any event prior to the holding of such meeting, to any news medium which has filed an annual request for notice.

#### **4.1.11 QUORUM**

A majority of the duly elected or appointed and qualified commissioners shall constitute a quorum of the transaction of business provided, however, that if no quorum is present, the commissioners attending may adjourn the meeting from time to time until a quorum is obtained. Four (4) members shall constitute a quorum. Physical presence is required.

#### **4.1.12 ORDER OF BUSINESS**

The order of business at regular and special meetings may consist of any or all of the following:

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Approval of Agenda
4. Recognition/Presentation
5. Recess
6. Reconvene
7. Approval of Minutes
8. Comments from the Audience
9. Consent Agenda
10. President's Report
11. Adoption of Executive Director's Report
12. Old Business
13. New Business
14. Commissioner Comments
15. Executive Session
16. Adjournment

Only items requiring the attention of the Board at a designated meeting shall actually appear on the agenda.

Approved 11/22/2016

#### **4.1.13 AGENDA**

The Executive Director, with suggestion from the Board President and Board members, shall be charged with responsibility for the preparation of the agenda and the subject matter thereof. Any Board member may request that a particular item of business be placed on the agenda either before or at a Board meeting, however, items of business added to the agenda which were not advertised at least 48 hours prior to the meeting may be discussed, but no action shall be taken. The agenda is available no later than Friday preceding the regular meeting. Meeting packets, if applicable, will be distributed to the Board and made available on the district's website no later than Friday preceding the regular meeting.

#### **4.1.14 CONSENT AGENDA**

The consent agenda will appear as a designated portion of the regular board agenda. All items placed on the consent agenda and not asked by a Board member to be removed will be approved with a motion, a second and a roll call vote. There is no discussion on items that are on the final consent agenda. Ordinances and Resolutions will not be included on consent agenda but placed on the agenda under New Business or Old Business.

Before the motion to approve the consent agenda is made, any Board member can request an item be removed from the consent agenda and placed under new or old business. This will enable discussion to take place on the item and a vote will be taken under a separate motion if necessary. The regular order of business may be suspended or modified, as the president shall direct.

#### **4.1.15 PETITIONS SUBMITTED BY RESIDENTS**

All petitions concerning the park district's areas of responsibility shall be brought to the attention of the Board at the earliest opportunity.

The petition shall be placed on the agenda of a regular or special meeting and be discussed by the Board of Commissioners. The individuals responsible for the petition shall be notified at the earliest possible date that the Board of Commissioners has received the petition, when the Board will discuss the petition, if applicable, as well as any action that has been decided upon.

#### **4.1.16 PUBLIC PARTICIPATION AT BOARD MEETINGS**

The agenda item "Comments from the Audience" is included on all meeting agendas for both Board and Committee meetings to provide an opportunity for audience members to address the Board or Committee. Each audience member should be provided an opportunity to address the Board or Committee regarding items not included under old business and/or new business agenda. Once all audience members have had an opportunity to address the Board or Committee, the President or Committee Chair should close the floor for comments from the audience.

Under each old business and new business agenda item, audience members shall be provided the opportunity to provide comments to the Board or Committee regarding the specific agenda item. Once all audience members have had an opportunity to address the Board, the President or Committee Chair should close the floor for comments from the audience.

All discussions after the floor has been closed for public participation should be between Board or Committee members and with staff as requested. Audience members should not be recognized after that time in order that Board or Committee members may deliberate without additional comments or discussion with audience members.

The Board has set a five-minute time limit per audience per item to be increased at the discretion of the President or Committee Chair if meaningful information is presented. Additional rounds of discussion from audience members should be left to the discretion of the president or Committee Chair. However, the justification for permitting a second opportunity for audience members to address the Board or Committee should be based on the premise that new information will be presented to the Board or Committee.

Approved 4/2014

#### **4.1.17 MANNER OF VOTING**

The president shall be empowered to call for questions pertaining to any and all properly presented and seconded motions. A voice vote may be used if deemed appropriate by the president. On all matters that require an ordinance, resolution, proposition creating any liability or calling for the expenditure or appropriation of money, and in all cases at the request of any Commissioner, a roll call vote shall be taken.

All roll call votes shall be recorded in the official minutes of the meeting. The act of a majority of Commissioners present at a meeting for which there is a quorum shall be the

act of the Board. The president is a member of the Board and has the right to vote upon all questions.

#### **4.1.18 RULES OF ORDER**

*Robert's Rules of Order* shall govern questions of procedure in all cases not herein provided.

#### **4.1.19 MOTIONS, RESOLUTIONS, ORDINANCES AND RECORDS**

The Board usually acts by way of a motion, resolution, or ordinance. Motions are an informal method of Board action made orally and noted on the minutes. A motion may be auxiliary to the more formal resolution or ordinance, as, for example, a motion that an ordinance be passed.

Resolutions and ordinances are submitted in writing, and there is no clear distinction between them. An ordinance usually enacts permanent regulations of a general character and generally imports a command or prohibition to all inhabitants of or to certain classes in the district.

Resolutions are actions that are temporary only, that grant a special privilege or express the opinion of the Board, such as expressing sympathy or requesting action by governmental units, etc. The Park District Code, in many instances, directs that an action must be carried out by ordinance, and in those cases such matters can be acted upon only by ordinance.

An ordinance can be repealed or amended only by another ordinance, not by resolution. The distinguishing feature of the ordinance is that it must contain the words: "Be it ordained by ...." The ordinance need not have a title.

The law provides that the Board shall have the power "to pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the Board and district and to establish by ordinance all needful rules and regulations for the government and protection of parks, greenways, open space, and other property under its jurisdiction and to effect the objects for which such districts are formed."

#### **4.1.20 CORPORATE SEAL**

The Corporate Seal of the Hoffman Estates Park District shall contain the words "Hoffman Estates Park District, Hoffman Estates, Illinois."

#### **4.1.21 OFFICIAL MINUTES**

All final action taken by the Board of Commissioners shall be taken in open meeting and recorded by the secretary. The secretary is charged with keeping an accurate and true record of all motions, resolutions and ordinances, as well as a summary of the discussion on any matter proposed, deliberated or decided and of any votes taken in an official minute book. All minutes will be considered "unofficial" until adopted by the Board at a subsequent meeting.

The official minute book of the Hoffman Estates Park District shall be open for public inspection by interested individuals during regular office hours, but it must not leave the park district office. Upon request, the secretary will provide copies of minutes or attachments thereto and may charge nominal fees in accordance with State law and Board policy.

The secretary shall be responsible for the taking and preparation of minutes of each meeting. Executive session minutes will be kept in a separate book and not made part of the official minute book of the district.

The Park Board of Commissioners shall meet at least twice each year to review the minutes of all prior executive sessions. This review may take place in executive session; the Board must determine whether the need for confidentiality still exists with regard to all or part of the minutes, or whether all or part of the minutes no longer require confidential treatment and therefore should be made available for public inspection.

#### **4.1.22 REMOVAL OF NON-ELECTED OFFICERS OR EMPLOYEES**

Any non-elected officer or employee appointed or employed by the Hoffman Estates Park District may be removed by the Board whenever, in its judgment, it would be in the best interest of the district. Should said individual be an employee, the written sections of the Hoffman Estates Park District Personnel Policies shall govern.

#### **4.1.23 OATH OF OFFICE**

All elected and appointed Board members, before entering upon the duties of office, shall take and subscribe to an oath to discharge faithfully and competently the duties of said office.

#### **4.1.24 PROSPECTIVE CANDIDATE ORIENTATION**

An orientation shall be held for all prospective candidates for Park Board of Commissioner who legally file nominating papers as required by the Illinois State Board of Elections. The prospective candidate orientation meeting shall be held not later than 30 days following the nomination-filing deadline. The orientation shall include a written or electronic informational packet for each candidate.

### **4.2 CHAPTER 2 – OFFICERS AND EMPLOYEES**

#### **4.2.01 OFFICERS**

The officers shall be the president and vice-president and shall be elected from the duly elected or appointed commissioners of the Hoffman Estates Park District. Additional officers shall be the secretary, assistant secretary, treasurer and assistant treasurer. These additional officers may or may not be elected members of the Hoffman Estates Park District.

The Board of Commissioners, shall appoint the Executive Director, as well as the attorney, neither of whom shall be a member of the Board.

Board approved 7/24/2012

#### **4.2.02 ELECTION AND APPOINTMENT OF OFFICERS**

All officers of the Board shall be elected, and additional officers of the Hoffman Estates Park District shall be appointed by the commissioners at the annual meeting hereinafter set forth, and at such other times as a vacancy occurs. Vacancies may be filled at any regular or special meeting of the Board. Each of said officers shall hold office until the next annual meeting and until his/her successor shall be chosen. In case of temporary absence or inability of any officer to carry out the responsibilities of his/her position, the Board may fill the office *pro tempore*.

#### **4.2.03 PRESIDENT**

The president shall preside at all meetings when present, sign all contracts and other papers authorized by the Board, ensure that all ordinances of the Board are enforced, and all orders of the Board are faithfully executed, and shall exercise general supervision over all officers and employees and over the business and property of the district, all subject, however, to the direction and approval of the Board.

#### **4.2.04 VICE-PRESIDENT**

The vice-president shall be vested with the power to perform the duties of the president in the absence of the president or in the event of his/her refusal or inability to act.

#### **4.2.05 SECRETARY**

The secretary shall keep the corporate seal and all books and records pertaining to his/her office, shall attest and affix the corporate seal to all instruments requiring such action when authorized by ordinance or vote of the Board, and shall cause all ordinances, resolutions, and other actions of the Board requiring publication to be duly published. The secretary shall give notice of and attend all meetings of the Board and keep a full and true record of its proceedings, including all ordinances passed.

#### **4.2.06 ASSISTANT SECRETARY**

The assistant secretary shall be vested with the power to perform the duties of the secretary in the absence of the secretary or in the event of his/her refusal or inability to act.

#### **4.2.07 TREASURER**

The treasurer shall be responsible for the receipt and safe keeping of all moneys belonging to the district in a bank or banks approved and designated by the Board, in the name of the district and shall disburse the same only upon the authority of the Board. He/she shall make monthly reports to the Board of all receipts and disbursements. Acting under the supervision of the Board of Commissioners, he/she shall have charge of the district accounting system and of the books of account. He/she shall furnish to any commissioner or officer information as to any matter relating to this office, including copies of records and receipts and disbursements, statements of account, audits and other records of the district under his/her control or supervision, as may be so requested by such commissioner or officer. Before entering upon his/her duties as treasurer, he/she shall be provided by the

district a Fidelity Bond in the sum of One Million Dollars (\$1,000,000.00). The amount of such bond may be increased or diminished from time to time by resolution of the Board.

**4.2.08 ASSISTANT TREASURER**

The assistant treasurer shall be vested with the power to perform the duties of the treasurer in the absence of the treasurer or in the event of his/her refusal or inability to act.

Board approved 7/24/2012

**4.2.09 EXECUTIVE DIRECTOR**

The Executive Director (hereinafter referred to as Director) is responsible to the Hoffman Estates Park District Board of Commissioners. The primary function of the Director shall be to administer for the Board on matters pertaining to all functions for which the district is responsible. He/she shall be the executive officer of all divisions of the district in regard to park maintenance, recreational programming, personnel management, facility development, land acquisition, and business management. He/she shall be the official medium of communication between the employees of the district and the Board of Commissioners. He/she shall have charge of the employment of such employees as are required to operate the district and its facilities, as he/she approves in the organizational structure, including all job descriptions and part time employee salary ranges, subject to employment policies and salary schedules as established by the Board and embodied in the Personnel Policies of the Hoffman Estates Park District.

4.2.08 Board Approved 9/21/10

**4.2.10 ATTORNEY**

General Legal Counsel to the park district shall hereinafter be referred to as Attorney. Attorney shall have charge of all legal matters and of the prosecuting and defense of all litigation in which the district is interested. Attorney shall review and approve ordinances, resolutions and other instruments as required by the Board and shall give opinions on all questions referred to Attorney by the Board, officer or Executive Director under the direction of the Board. The Board may appoint a special Attorney as deemed necessary.

**4.2.11 ADDITIONAL DUTIES OF OFFICERS**

In addition to the duties heretofore specified, each officer shall perform such other duties as may be required of him/her by law or direction of the Board.

**4.2.12 VACANCIES DECLARED**

Whenever any member of the Board of Commissioners dies, resigns, becomes under legal disability, ceases to be a legal voter in the Hoffman Estates Park District, is convicted of any infamous crime, refuses or neglects to take the oath of office after becoming elected to the Board of Commissioners of the Hoffman Estates Park District, or neglects to attend the duties of his/her office, said office may be declared vacant by the Board and may be filled by appointment by a majority of the remaining Board members. In addition, the Board of Commissioners has set a standard whereby whenever any member of the Board of Commissioners neglects to attend regular and special meetings of the Board for a period of three (3) consecutive calendar months, or neglects to attend a minimum of seven (7)

regular and special meetings in any 12-month period, said office may be declared vacant by the Board.

#### **4.2.13 COMPENSATION OF OFFICERS AND EMPLOYEES**

The officers (with the exception of commissioners serving in such offices) and all employees shall receive such compensation for their services as the Board shall from time to time determine. The district is committed to paying fair and competitive wages and will comply with all state and federal laws regarding payment of wages.

#### **4.2.14 DIRECTOR AUTHORITY / BOARD RELATIONSHIP**

The Executive Director shall have the authority and responsibility to carry out the policies established by the Board and to establish administrative procedures deemed necessary to direct the daily operations of the district within the general policies and regulations set forth by the Board. The Executive Director shall have authority and responsibility to establish administrative procedures of the district relating to:

- 4.2.14.01** Hiring, supervision, evaluation and termination, if required, of all full-time positions as approved by the Board.
- 4.2.14.02** Hiring, supervision, evaluation and termination, if required, of all permanent part-time and part-time personnel as deemed necessary to assist in the daily operations of the district.
- 4.2.14.03** Approval of all job descriptions and salary ranges for part-time positions.
- 4.2.14.04** Approval of contracts and expenditures to individual vendors up to \$25,000.00.
- 4.2.14.05** Administrative and operational procedures necessary to carry out the policies and directives.
- 4.2.14.06** Establishes and approves all district changes within the policies established by the Board.
- 4.2.14.07** Approval of staff goals and objectives consistent with the district goals and objectives approved by the Board.

Board Approved 9/21/10

#### **4.2.15 CONTINUING EDUCATION AND PROFESSIONAL CERTIFICATION OF EMPLOYEES**

The Board recognizes that continuing education and professional certification of employees results in improved public service, greater cost effectiveness in park and facility maintenance and more efficient delivery of leisure services. In order to foster ongoing employment of competent and responsive personnel, continuing education of employees shall be encouraged and supported by the Board. Likewise, professional certification of employees shall be encouraged and supported by the Board.

#### **4.2.16 POLICIES, RULES, REGULATIONS & OPERATIONAL PROCEDURES**

- 4.2.16.01** The Board has the sole authority to establish policies of the District.
- 4.2.16.02** The Board shall establish all personnel policies relating to employment with the district.
- 4.2.16.03** The Board shall establish all rules and regulations in reference to the use of parks and facilities within its jurisdiction.

**4.2.16.04** The Board shall appoint the Director as the chief executive officer of the Park District. The Director shall be responsible for the administration of all recreation programs, and the management of all parks, buildings and facilities. The Director serves as a technical advisor and consultant to the Board.

**4.2.16.05** The Director shall establish all procedures necessary to implement the policies of the Board and run the day-to-day operations of the District.

#### **4.2.17 RECOGNITION OF PAST COMMISSIONERS**

The Board recognizes the time and effort contributed by past commissioners who have served at least eight (8) years in office by issuing on an annual basis, an annual individual golf/learning center pass, an individual membership to the Scott R. Triphahn Community Center and Ice Arena, Willow Recreation Center, Seascape Family Aquatic Center and Prairie Stone™ Sports & Wellness Center. This recognition is based on an annual renewal that must be requested by the individual each year. The recognition is limited to former commissioners who currently are not holding the position of Hoffman Estates Park District commissioner.

Past commissioners are responsible for any tax liability for such benefits. If the total value of such benefits exceeds \$600 in a calendar year the past commissioner will be issued a 1099 from the District.

**Board Approved 7/24/2012**

#### **4.2.18 STATE OFFICIALS AND EMPLOYEES ETHICS ACT**

No officer (elected or appointed official) or employee (full-time, part-time or contractual) shall intentionally perform any prohibited political activity during any compensated time.

No officer or employee shall intentionally use any property or resource of the governmental entity in connection with any prohibited political activity.

No officer or employee shall intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).

No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

No officer or employee and their immediate family members shall accept any gift from any source that does or may do business with the district that has a cumulative value of more than \$100 in any calendar year (\$75 for food or refreshments).

#### **4.2.19 RECOGNITION OF PAST EMPLOYEES:**

The Board recognizes the time and effort contributed by former, full-time Hoffman Estates Park District employees who have served at least twenty-five (25) years full time by issuing an individual, lifetime membership to the Scott R. Triphahn Community Center and Ice Arena, Willow Recreation Center, Seascape Family Aquatic Center and Prairie Stone™ Sports and Wellness Center.

Board Approved – September 19, 2006

This recognition is based on an annual renewal that must be requested by the individual each year.

Past employees are responsible for any tax liability for such benefits. If the total value of such benefits exceeds \$600 in a calendar year the past employee will be issued a 1099 from the District.

**Board Approved 7/24/2012**

#### **4.2.20 COMMISSIONER USE OF DISTRICT FACILITIES AND SERVICES**

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.

### **4.3 COMMITTEES**

#### **4.3.01 CREATION OF COMMITTEES**

Committees may be appointed from time to time by the president as required with the consent of the Board.

#### **4.3.02 APPOINTMENTS**

All committee appointments shall expire at the next annual meeting, unless said committees are discharged sooner by Board vote. Unless otherwise appointed with the consent of the Board to serve on a committee, the president shall serve as an ex-officio member of each committee. Committee chairpersons, commissioners and community representatives are to be appointed annually by the president with the consent of the Board. Appointments shall be made at the annual Board meeting or any such time deemed necessary and/or appropriate by the president with the consent of the Board.

Approved by Park Board March 25, 2008

In the event the committee chair or vice chair is not present at a committee meeting, regardless of quorum requirements, the commissioner who fills the committee chair position according to Section 4.3.03.01 shall serve as committee chair as a voting committee member.

Approved by Park Board May 19, 2009

#### **4.3.03 STANDING COMMITTEES**

##### **4.3.03.01 COMMITTEE MEMBERS**

There will be two (2) Board members and no less than three (3) and no more than five (5) citizen committee representatives appointed to each standing committee. Community representatives appointed to standing committees shall reside within park district boundaries. Employees of the park district, including full-time, part-time and contractual employees are not eligible to serve on standing committees of the Board. The President, or in his/her place, the Vice President, shall sit in on each Committee and serve as a non-voting member if a quorum of Committee members is present. If a quorum of Committee members is not present, Commissioners may serve as voting members of the Committee as required to obtain a quorum. The order of determining which commissioner (s) shall serve on the Committee to obtain a quorum is as follows: President, Vice President, Treasurer, Assistant Secretary. Thereafter, an impartial random lottery selection shall be held to determine which Commissioner(s) shall serve as a voting Committee member.

Approved by Park Board 9/23/08

##### **4.3.03.2 BUILDINGS & GROUNDS COMMITTEE**

Buildings & Grounds Committee regularly scheduled meetings shall be held the third Tuesday of each month at 7:00 p.m.

This committee is to present recommendations to the Board that are consistent with the district's mission statement as it relates to the planning, construction, and maintenance of parks and park facilities. In order to develop recommendations, the committee provides direction to staff in gathering community input, researching alternatives, evaluating alternatives, reviewing bid proposals, and monitoring results. Committee involvement includes, but is not limited to:

- participation with long range planning/master plan;
- establishment of project parameters or criteria;
- participation of neighborhood/community focus groups;
- reviewing feasibility studies;
- reviewing specific development plans;
- making recommendations to Board regarding plan developments;
- reviewing developer donation agreements.
- reviewing and recommending budget funds related to the committee purpose.

The committee possesses no authority to expend district funds.

Approved by Park Board March 25, 2008

Approved by Park Board March 22, 2011

Approved by Park Board 11/22/2016

#### **4.3.03.3 ADMINISTRATION & FINANCE COMMITTEE**

Administration & Finance Committee regularly scheduled meetings shall be held the fourth Tuesday of each month following the Park Board meeting agenda item "Recess".

This committee is to present recommendations to the Board that are consistent with the District's mission statement as it relates to financial personnel, policy, and other administrative issues. In order to develop recommendations, the committee provides direction to staff in gathering community input, researching alternatives, evaluating alternatives, reviewing proposals and monitoring results. Committee involvement includes, but is not limited to:

- review and recommendation of budget, levy, and appropriation;
- review and recommendation of auditors and annual audit;
- review of personnel and personnel policy-related issues;
- review of proposed revisions to the Board policy manual;
- review and recommendation of monthly warrant lists and financial statements.
- review and recommendation of miscellaneous administrative issues impacting the overall district.
- reviewing and recommending budget funds related to the committee purpose.

The committee possesses no authority to expend district funds.

Approved by Park Board March 25, 2008

Approved by Park Board March 22, 2011

Approved by Park Board 11/22/2016

#### **4.3.03.4 FORWARD PLANNING COMMITTEE**

This committee is to present recommendations to the Board regarding future planning (both short and long term) of the district. In order to develop recommendations, the committee provides direction to staff in gathering community input, researching alternatives, evaluating alternatives, reviewing proposals and monitoring results. Committee involvement includes, but is not limited to:

- development methods/instruments to solicit citizen input into planning process;
- evaluates results of citizen input to formulate recommended plans;
- formulates and keeps up-to-date a long range (3-5+ years) district comprehensive strategic plan.
- reviewing and recommending budget funds related to the committee purpose.

The committee possesses no authority to expend district funds.

Approved by Park Board March 25, 2008

#### **4.3.03.5 RECREATION COMMITTEE**

Recreation Committee regularly scheduled meetings shall be held the third Tuesday of each month immediately following the Buildings & Grounds Committee meeting.

This committee is to present recommendations to the Board that are consistent with the district's mission statement as it relates to the planning, development and evaluation of recreation and facility programming and events. In order to develop recommendations, the committee provides direction to staff in gathering community input, researching alternatives, evaluating alternatives, reviewing proposals, and monitoring results. Committee involvement includes but is not limited to:

- providing input in establishing short (1-year) and long (2-5 years) range recreation and facility planning objectives;
- establishment of programming and event priorities;
- review of proposed revisions to revenue and recreation related policies;
- participation of neighborhood/community focus groups;
- reviewing feasibility studies;
- reviewing general programming plans and concepts;
- making recommendations to Board regarding major program and event developments;
- reviewing and recommending budget funds related to the committee purpose.

The committee possesses no authority to expend district funds.

Approved by Park Board March 25, 2008

Approved by Park Board March 22, 2011

Approved by Park Board 11/22/2016

#### **4.3.03.6 QUORUM**

A majority of the members constitute a quorum for standing committees.

#### **4.3.03.7 AGENDA**

1. Call to Order
2. Approval of Agenda
3. Approval of Committee Minutes
4. Comments from the Audience
5. Old Business
6. New Business
7. Committee Member Comments
8. Adjournment

#### **4.3.03.8 ATTENDANCE REQUIREMENTS**

Community Representatives serving on any committee who have 3 consecutive unexcused absences or have unexcused absences from more than 50% of the meetings at any time during their appointed term, may be removed from that committee by a 5/7 vote of the Board. Community Representatives are expected to notify the Executive Director prior to the meeting if they will be unable to attend. Whether absences are excused or not will be determined by the Board.

Approved by Park Board May 19, 2009

#### **4.3.03.9 COMMITTEE RECOMMENDATION TO BOARD**

All recommendations made by committees which require board action will be forwarded to the next board meeting. The recommendation will be placed on the Consent Agenda with the committee's recommendation either in favor of or against the motion, unless it is a split vote in which case the recommendation will move directly to the next board meeting and be placed under New Business.

Approved by Park Board May 19, 2009

#### **4.3.04 AD HOC COMMITTEES**

Ad Hoc committees may be appointed by the president with the consent of the Board to study various issues as deemed advisable by the Board and for a period of time also determined by the Board. The number of Board members and citizens or committee representatives, if appropriate, will be determined by the president.

##### **4.3.04.1 AD HOC COMMITTEE MEMBERS**

There will be two (2) Board members and no less than seven (7) and no more than fifteen (15) citizen committee representatives appointed to an Ad Hoc Committee. Community representatives appointed to an Ad Hoc Committee shall reside within park district boundaries. Employees of the park district, including full-time, part-time and contractual employees are not eligible to serve on Ad Hoc Committees of the Board. The President, or

in his/her place, the Vice President, shall sit in on an Ad Hoc Committee and serve as a non-voting member if a quorum of Committee members is present. If a quorum of Committee members is not present, Commissioners may serve as voting members of an Ad Hoc Committee as required to obtain a quorum. The order of determining which commissioner(s) shall serve on an Ad Hoc Committee to obtain a quorum is as follows: President, Vice President, Treasurer, Assistant Secretary. Thereafter, an impartial random lottery selection shall be held to determine which Commissioner(s) shall serve as a voting Ad Hoc Committee member.

#### **Section 4.3.04 Approved by Board March 19, 2013**

### **4.3.05 CITIZEN PARTICIPATION**

It shall be the policy of the Board of Park Commissioners to promote dialogue and direct communications between the citizens of the park district and the Park Board of Commissioners and staff. This process encourages and is stimulated in many ways, including, but not limited to, the following methods:

**4.3.05.01** Citizen Advisory Committees shall be established as deemed necessary to solicit citizen input regarding a specific facility, program area or issues of concern by the president with the consent of the Board. The bylaws, which govern each citizen advisory committee, may vary for each committee, if deemed necessary, in order to meet the specific needs of the committee and shall be approved by the Park Board of Commissioners. One commissioner shall be assigned as a board liaison by the president with the consent of the Board. One staff member shall be assigned as a staff liaison by the Executive Director. The committees shall be advisory in nature and shall make recommendations to the Board and staff.

**4.03.05.02** Community Representatives are appointed annually by the Park Board of Commissioners to serve on all park district committees.

**4.03.05.03** Commissions formed in cooperation with other governmental entities, which help promote the mission of the park district, shall, when appropriate, appoint citizens to represent the park district. Appointments shall be made annually by the president of the Board with the consent of the Park Board of Commissioners. Residency within the park district boundaries is not required if citizen is actively involved in the community and has demonstrated a genuine interest in the park district.

### **4.3.06 COMMUNITY REPRESENTATIVE/FOUNDATION BOARD TRUSTEE FACILITY USAGE**

1. All Community Representatives serving on a standing committee, and all Foundation Board Trustees who attend a minimum of 50% of the Foundation Board meetings and events each year, may receive the following discounts for usage (or membership) during their first year:
  - A. Seascape Aquatic Center: 25% off individual membership (one per term).
  - B. Bridges of Poplar Creek: 25% off driving range buckets of balls and 25% off resident rate green fees on weekdays and after 1:00 p.m. on Fridays, weekends and holidays.

- C. Hoffman Estates Park District Scott R. Triphahn Center & Ice Arena: 25% off individual membership (one per term).
  - D. Willow Racquetball and Fitness Center: 25% off individual membership (one per term).
  - E. Prairie Stone™ Sports & Wellness Center: 25% off individual membership (one per term). No discount will be given on Massage, Day Spa, Personal Training, Nutrition or Private Tennis Lessons.
  - F. Bo's Run and/or Freedom Run 25% off resident rate.
  - G. A recreation program discount of 10% will be given for Community Representatives, Foundation Board Trustees and their immediate family members.
2. All Community Representatives with **more than one year of service** on a standing committee and all Foundation Board Trustees with more than one year of service and who attend a minimum of 50% of the Foundation Board meetings and events each year may receive the following discounts for usage (or membership) of the following facilities based upon availability:
- A. Seascape Aquatic Center: 50% off individual membership (one per term).
  - B. Bridges of Poplar Creek Country Club: 50% off driving range buckets of balls, and 50% off resident rate green fees on weekdays and after 1:00 p.m. on Fridays, weekends and holidays.
  - C. Hoffman Estates Park District Scott R. Triphahn Community Center & Ice Arena: 50% off individual membership (one per term).
  - D. Willow Racquetball and Fitness Center: 50% off individual membership (one per term).
  - E. Prairie Stone™ Sports & Wellness Center: 50% off individual membership (one per term). No discount will be given on Massage, Day Spa, Personal Training, Nutrition or Private Tennis Lessons.
  - F. Bo's Run and/or Freedom Run 50% off resident rate.
  - G. A recreation program discount of 20% will be given for Community Representatives, Foundation Board Trustees and their immediate family members.

Approved by Park Board 3/23/10  
**Section 4 Board Approved June 2010**

3. Any Community Representatives, Foundation Board Trustees and their immediate family members that receive any durable goods (i.e. clothing or apparel, etc.) and any value associated with the discounts they receive for programming or facility usage will have the responsibility for any tax liabilities resulting from those fringe type benefits provided to them.

If the aggregate value of such benefits that are not de minimis exceeds \$600 in a calendar year, the individual Community Representative or Foundation Board Trustee will be issued a 1099 from the District.

Board Approved 7/24/2012

# **HOFFMAN ESTATES PARK DISTRICT**

## **POLICY MANUAL**

**[CLICK HERE TO VIEW ENTIRE POLICY MANUAL](#)**

# PERSONNEL POLICY

---

*[\(CLICK HERE\)](#)*

**\*\*OPEN MEETINGS ACT TRAINING\*\***

Effective January 1, 2012, locally elected and appointed board members are required by the State of Illinois to complete electronic training on the Open Meetings Act.

This training only needs to be done ONCE. The training must be completed **within 90 days** of taking the Commissioner's Oath or being appointed as Community Representative.

**To begin the training, please log onto  
<http://foia.ilattorneygeneral.net>**

Please register as an **OMA Public Body Member**.

Upon completion of the training, you will be able to print your Certificate of Completion.

**Please provide the park district with a copy of your Certificate.**

Call Jane with questions 847-781-3633

# 1a. The Open Meetings Act: Don't Leave Home Without It

BY KERI-LYN J. KRAFTHOFER

Perhaps the most fundamental and germane law that governs the conduct of public officials throughout their careers is the Illinois Open Meetings Act. The Act applies to all public bodies and meetings held by those bodies. 5 ILCS 120/1. In short, the Open Meetings Act requires public bodies to conduct meetings which are open to the public, so the members of the public can know what actions the public entity is taking. For this reason, the Open Meetings Act, along with

commissions and subsidiary bodies appointed by them, such as committees and subcommittees. As public bodies, these entities must also comply with the provisions of the Act.

The Act requires public entities to conduct open meetings. A "meeting" is defined as "any gathering of a majority of a quorum of members of a public body held for the purpose of discussing public business." In determining whether a particular gathering constitutes a "meeting" within the scope of

quorum and morphs into an equivalent of a conference call, the Act has been violated.

A provision in the law remedies a problem formerly facing five-member groups, such as some historic preservation commissions or park district boards. For those bodies, a quorum is three and a majority of that quorum is two members. Whenever two of the members discussed matters pertaining to the commission or committee, that constituted a meeting and they could not talk to each other about public business. The law now allows two members of five-member boards to meet without falling under the obligations of the act. 5 ILCS 120/1.02. In exchange for this amendment to the law, five-member boards can now only pass a matter by an affirmative vote of three members of the board. This means, for example, that a vote of 2 – 1 on a matter would fail for a five-member board, because the matter did not receive three affirmative votes.

Public officials should become familiar with the Open Meetings Act's general rules that govern meetings of a public body. The following is a summary of those rules.

## General Rules

A. All meetings required to be public must be held at specified times and places convenient to the public.

B. All public meetings must be open to the public unless the topic to be discussed is specifically permitted to be considered in a closed meeting under Section 7 of the Act. Closed sessions must be audio or video-recorded, and certain rules apply regarding the retention of closed session tapes.

C. Persons attending public meetings

*The Open Meetings Act applies to all public bodies and meetings held by those bodies.*

the Freedom of Information Act, are known as "sunshine laws." The first part of this section deals with OMA and the second part with FOIA.

One significant note for newly-elected officials is that you are required to complete training on the Open Meetings Act within 30 days of being sworn into office. The training consists of an on line program administered by the Public Access Officer of the Illinois Attorney General's office. After you have completed the training, you must file your certificate of completion with your public body's clerk.

A popular misconception is that only the governing bodies, such as a village board, city council, park district board, library board, township board and fire protection district board are subject to the Act. The definition of "public body" is quite comprehensive, however, and includes not only those governing bodies but also advisory boards and

the Act, one must first determine what constitutes a "quorum." A "quorum" is simply a number equal to a majority of the members of the board, who are to be elected or appointed. A "meeting" will be deemed to take place when a majority of the quorum is discussing public business.

For example, if a village board consists of six trustees and the president, the total number of officials is seven; consequently, a quorum is four and a majority of the quorum is three members. Thus, if three members of the board "gather" to discuss public business, even by telephone, they are having a meeting as defined by the Act, even if they are merely chatting informally about items that come before their group, and do not believe they are having a meeting. The act also covers contemporaneous electronic communications. Where the back and forth of emails involves a majority of a

## Articles

### The Open Meeting Act, cont'd.

may record the proceedings by tape, film or other means unless a witness at any meeting required to be open by the Act conducted by a commission, administrative agency or other tribunal, refuses to testify on the grounds that he may not be compelled to testify if any portion of his testimony is to be broadcast to televised or if motion pictures are to be taken of him while he is testifying, but public bodies do have the ability to establish reasonable rules regarding taping so that, for example, the taping does not become disruptive of the meeting. A requirement for pre-approval of recordings has been disallowed.

D. No business can be conducted without a quorum, although less than that number can adjourn the meeting to another date or compel the attendance of absent members.

E. If a public body adopts procedures so permitting and follows certain legal requirements, a board member may participate in a meeting electronically from a different location in certain circumstances, although a quorum must still be physically present at the location of the meeting.

F. Generally, e-mail communications between public officials will not be deemed to constitute a "meeting," but contemporaneous instant message exchanges or chat room discussions participated in by a majority of a quorum may fall within the definition of a "meeting." This would constitute an improper, not publically held, meeting.

G. Governments are required to adopt rules to allow the public some opportunity to address the public officials. The Public Access Counselor's office has interpreted this requirement to mean that public bodies must give

the public the opportunity to speak at all open meetings.

H. A governing body cannot take final action at a closed meeting or in closed session at an open meeting. Final action on a matter can only be taken at an open meeting, and it must be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted.

#### Notice of Public Meetings

A. Public entities must give the public notice of all meetings. At the beginning of each calendar or fiscal year, a governmental body must publish notice of its regular meeting schedule for the year. Such notice should include meetings of committees and sub-committees of the body, as well as any of its inde-

there also.

C. A public entity must also provide notice of meetings to any news media requesting such notice. An agenda for any special, emergency, rescheduled or reconvened meeting must also be given to the news media if they have requested such notice.

D. Notice of emergency meetings for "bona fide" emergency situations must be given as soon as practicable but, at least, prior to the meeting.

E. If a meeting is continued or is to be reconvened at another date, and the time and place of that meeting was announced at the original meeting and there is no change in the agenda, notice is not required.

#### Agendas and Minutes

A. A public body may consider and discuss topics not initially contained

*The definition of "public body" is quite comprehensive, however, and includes not only those governing bodies but also advisory boards and commissions and subsidiary bodies appointed by them, such as committees and subcommittees.*

pendent boards and commissions.

B. A public entity must post an agenda at the principal office of the public body and at the location where the meeting will be held at least 48 hours prior to all meetings, even if those meetings were listed in the published schedule of regular meetings. The agenda must be available for viewing during all of that 48-hour period and a government which has a website, maintained by full-time staff of the government, must post the notice

in an agenda at a regular meeting, but that body may not act upon any matter at a regular meeting that is not specifically listed in the agenda and posted 48 hours in advance both by posting for the continuous period and placing it on the governmental website. A catch-all provision in an agenda such as "new business" will not provide sufficient advance notice to the public of a matter coming before the public body for action. While it is still prudent to include a broad catch-all phrase to cover

**The Open Meeting Act, cont'd.**

miscellaneous matters which happen to come before a public body, the body should carefully plan its agendas so that it specifically lists all matters to be acted upon at its meetings. At a regular meeting, “new business” items can be added to the agenda and discussed. They cannot be acted upon.

If a public body is considering acting upon a matter, the agenda should specifically state that the public body will do so at the meeting. A public body always has the option of not acting on an agenda item, so the better practice is to include any possible action items on the agenda. With regard to agendas for special, rescheduled or reconvened meetings, the Act states that “the validity of any action taken by the public body which is germane to a subject on the agenda shall not be affected by other errors or omissions in the agenda.” 5 ILCS 120/2-02.

B. All public bodies must take and maintain written minutes of their meetings, whether they are open or closed. The Act requires that the minutes contain a “general description of all matters proposed, discussed or decided... as well as a record of any votes taken.” Such basic information as the time and place of the meeting, a list of members present or absent, and any action taken should also be included. Some public bodies record and prepare a complete transcript and use that as the record of what transpired at the meeting, a practice we do not recommend. Clerks or other minute takers should instead summarize the nature of the business discussed and the actions taken. The benefit of the latter method is that the shorter minutes provide the public and the officials with a relevant record in summary form of the evidence of the meetings which are also more likely to be read.

C. Minutes of all meetings must be available to the public no later than ten (10) days after they are approved by the public body, although we don’t recommend waiting the full ten days to make the same available. The Minutes of meetings are required to be approved within thirty (30) days after the meeting or by the second meeting following the meeting to which the Minutes apply. In many governments, the Minutes are generally included on the Agenda for approval at the next regular meeting following the one to which the Minutes apply.

D. Minutes of closed sessions may be withheld from the public for as long as necessary to protect the public

vote on the motion to go into closed session should be taken by roll call.

B. Only those topics specified in the motion to close the meeting may be discussed at the closed session.

C. Some of the more commonly-used exceptions listed in Section 2(c) of the Act which allow closure of meetings are:

(1) collective bargaining matters;

(2) deliberations concerning salary schedules for one or more classes of municipal employees;

(3) purchase or lease of real estate for use by the public body, as well as consideration as to whether a particular parcel should be acquired, or when the public body is considering the sale or

*Shorter minutes provide the public and officials with a relevant record in summary form of the evidence of the meetings, and are also more likely to be read.*

interest or individual privacy. The Act requires all public bodies to review minutes of closed sessions semi-annually and determine for each set of minutes whether the minutes, in whole or in part, can be made available to the public or must continue to be exempt from disclosure because of a specific need to maintain confidence.

E. Closed sessions must be audio or video recorded, and the tape maintained for at least 18 months. Special rules apply regarding the retention and destruction of such tapes.

**Closed (“Executive”) Sessions**

A. Public meetings may be closed to the public by motion of the public board stating the statutorily-authorized reason for closing the meeting. The

lease of its property;

(4) discussions of litigation when an action “against, affecting, or on behalf of the body has been filed and is pending,” or when such an action is “probable or imminent;”

(5) consideration of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the public body, but not of independent contractors;

(6) consideration of the appointment of a person to fill an appointive or elective public office, or the removal of someone from office if that body has such removal power;

(7) consideration of informant sources, assignment of undercover per-

## Articles

### The Open Meeting Act, cont'd.

sonnel or equipment for ongoing, prior or future criminal investigations if the body is vested with criminal investigatory responsibilities; and

(8) review of closed session minutes.

In addition to these, the Open Meetings Act contains several other exceptions which would permit a public body to enter into closed meeting discussion under certain specified circumstances.

#### **Enforcement of the Open Meetings Act**

Enforcement of the Open Meetings Act can be undertaken by any person, including the state's attorney in the affected county, by filing a complaint with the circuit court to enforce the Act. A simpler process has been created by statute under which people can submit a request to review with the Public Access Counselor in the office of the Illinois Attorney General. Similar to any complaint that must be filed in circuit court, the request to review must be made within 60 days after the alleged violation and must be: (1) in writing; (2) signed by the requester; and (3) include a summary of the facts supporting the allegation. The Public Access Counselor must examine the issues and the records and make findings of fact and conclusions of law and issue an opinion on same within 60 days after initiating the review or otherwise take steps to mediate the issue. Note that as part of the review, the Public Access Counselor has the same right to examine the verbatim recording of a closed session tape as a court does in a civil action brought to enforce the Act. Although courts are rarely called upon to examine tapes, with the ease that individuals can file complaints, these tapes are more and more frequently reviewed by the Public Access Counselor. The opinion of the Public Access

Counselor binds the parties, but can be appealed to the Circuit Court.

#### **Court Remedies and Penalties**

If a direct lawsuit is initiated and the court finds a violation, it may invalidate any action taken at an illegal meeting, although courts are generally unwilling to take such a step. The court can order such other relief as it believes may remedy a current or similar future problem.

A finding of guilt against a named official can result in a conviction for a Class C misdemeanor. Upon conviction, a person can be sentenced to a fine of up to \$500 and imprisonment for up to 30 days. In a civil case, the court also has the discretion to award attorney's fees to a party who "substantially prevails," except that a private party is subject to such an assessment only if the court decides the complaint was frivolous or malicious. Thus, a public body or its officials could end up paying the plaintiff's attorney's fees where the court finds a violation of the Act, even if no punitive measure is taken against the public body and/or its officials.

To avoid being sued and to maintain a positive image in the community, officials should strictly observe the requirements of the Open Meetings Act. Once those rules become a habit, compliance will be viewed not as an encumbrance, but simply as a fact of life in the public domain.

#### **Tips on Compliance**

A. Make sure all of your meetings, including committee meetings, have proper notices and agendas sufficiently describing the actions to be taken.

B. Make sure you don't take action on any matter not sufficiently described on your agenda.

C. Ratify any questionable acts at a subsequent proper board or council

meeting – illegal acts can't be ratified.

D. State in your motion and your minutes the authority for going into closed session and take a roll call vote.

E. Always have a tape recorder for closed sessions and have everyone present state their names and positions.

F. Don't go into closed session with your litigation opponents.

G. Do not discuss public business contemporaneously with a majority of a quorum of your board in person, by phone or electronically outside the context of a public meeting.

H. Newly-elected or appointed officials are required to pass a test available on the Attorney General's website showing adequate knowledge of the Open Meetings Act.

# 1b. The Freedom of Information Act: A Primary Duty of Public Bodies

BY STEVEN D. MAHRT

**A**s a newly-elected government official, it is essential that you be at least somewhat familiar with the basic terms of the Illinois Freedom of Information Act, (FOIA) 5 ILCS 140/1 et seq. The Act declares that providing records in compliance with the requirements of the Act is a primary duty of public bodies. Furthermore the Act states that all persons are entitled to **full and complete information** regarding the **affairs of government and the official acts and policies of those who represent them as public officials** and public employees. **As a newly-elected official, this applies to YOU.** Your acts as a public official may not only be subject to public scrutiny, but also subject to public access. Now, more than ever before, ignoring the Freedom of Information Act will legally imperil you and the public body which you serve. This chapter cannot possibly cover all of the requirements and nuances of this Act, but it is intended to give you an introduction to its basic concepts.

FOIA applies to “public records,” and presumes that all records pertaining to the transaction of public business are open to inspection and/or copying. 5 ILCS 140/1.2. This means that if a public record is requested, it must be provided, unless your public body is able to prove, *by no less than clear and convincing evidence*, that all or parts of it are exempt from disclosure. The Act contains numerous exemptions; three of which are discussed herein

The first question to answer with regard to FOIA is whether or not a particular record is a public record subject to the Act. This question is becoming more and more complicated

as both technology and the laws evolve. The Act defines a public record as “*all records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of any public body.*” 5 ILCS 120/2(c). **For your purposes as an elected official, and for simplicity’s sake, you might think of a public record as being just about anything—as long as it pertains to public business.**

Clearly records kept by the clerk or recording secretary for your public body are public records—but what about a record which you might possess, perhaps on your smart phone, tablet, laptop or personal computer—which is in some way tied to public business? What if the public body supplies you with a personal electronic device, tablet or computer?

In *City of Champaign v. Madigan* 2013 Il App (4th) 120662, the Court held that text messages sent or received by individual council members during a public meeting were subject to disclosure under FOIA even though the messages were on the members’ private devices. The Court said to hold otherwise would allow members of a public body, convened as a public body, to subvert the Open Meetings Act and FOIA requirements simply by communicating about city business during

a city council meeting on a personal electronic device. The Court clarified that messages about public business received other times on a private device by individual public officials are not subject to FOIA unless the communication involves enough members of the public body to constitute a quorum or the message is forwarded to a quorum of the public body.

When a public body provides you a laptop, tablet, phone or other device, then messages on the devices are considered “under the control of a public body” and will be subject to FOIA regardless of when received or the number of other elected officials included in the message.

As a public official in possession of public records, you also need to be aware of the Illinois Local Records Act. 50 ILCS 205/1 et seq. This Act requires the preservation of all public records “coming into the custody, control or possession of any officer.” Records may be destroyed, removed or otherwise disposed of “as provided by law.” The Act allows the disposal of records in accordance with retention policies developed and adopted by the Secretary of State and the local records commission or officer. The definition of a public record under the Local Records Act is a bit different from the definition under FOIA. Consequently you should consult your clerk or attorney prior to deleting any records on your electronic devices to determine whether or not the record must be retained.

After determining whether or not a record is a public record subject to FOIA, the next step for a public body lies in determining whether all or parts of that information may be exempt

## Articles

### The Freedom of Information Act, cont'd.

from disclosure to the requesting party; in other words, **just because something is a public record, does not necessarily mean that it must be released.** In fact, the Freedom of Information Act contains in excess of sixty different exemptions, any one of which may permit a public body to withhold all or parts of a record. 5 ILCS 140/7 and 7.5. Some of the more commonly cited exemptions, which we will briefly mention include the “private information” exemption of section 7(1)(b), the “personal information” exemption of section 7(1)(c) and the “pre-decisional or deliberative process” exemption of section 7(1)(f).

“Private information” is defined as “*unique identifiers, including a person’s social security number, driver’s license number, employee identification number, biometric identifiers, personal financial information, passwords or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person.*” 5 ILCS 140/2(c-5). This section is typically used to redact such information within a larger document which is released, and though it is often cited, is not often disputed or questioned. Occasionally private information is disputed. In PAC Opinion 14-008 the Attorney General held that photographs of a former Sheriff’s deputy did not meet the definition of private information. Also in PAC Opinion 12-003 the names of persons enrolled at a public university were not considered private information. These opinions illustrate the preference for disclosure of information unless specifically excluded from disclosure.

Neither names, nor photographs are listed as “private information” under the statute.

The question as to whether or not information may constitute “personal information” as permitted to be withheld under section 7(1)(c) is murkier. This exemption permits the denial or redaction of “*personal information contained within public records, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, unless the disclosure is consented to in writing by the individual subjects of the information. ‘Unwarranted invasion of personal privacy’ means the disclosure of information that is highly personal or objectionable to a reasonable person and in which the subject’s right to privacy outweighs any legitimate public interest in obtaining the information.* **The disclosure of information that bears on the public duties of public employees and officials shall not be considered an invasion of personal privacy.**” 5 ILCS 140/7(1)(c). In other words the General Assembly requires the public body to balance the privacy right at stake and the public interest in obtaining the information. This can be a difficult and fact specific process. By way of illustration, the following types of information have been found to be *exempt* as “personal information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy”: the names of the relatives of a deceased minor as contained in investigatory records; post-mortem photographs of deceased persons; the names of unsuccessful job applicants; disclosure of dates of birth, particularly when coupled with other identifying information; names of suspects in police reports not arrested or charged; and the names of relatives contained in a public

employee’s disability application.

In contrast, the following have been held *not exempt* under section 7(1)(c): an incident report in which a public official was arrested but not charged; medical examiner’s toxicology and autopsy reports; photographs of physical evidence at a scene of death; sales tax agreements between a city and various businesses; a police sergeant’s stated basis for applying for disability benefits; the identity of an evaluator of public bids; the applications of successful candidates for public employment, and police internal investigation records (See *Kalven v. City of Chicago* 2014 IL App (1st) 121846). (See PAC Opinions No. 14-015, 13-011, 12-012, 12-006, 12-003 and 10-003.)

Section 7(1)(f) permits a public body to exclude “[p]reliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated, except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body.” 5 ILCS 140/7(1)(f). The exception is intended to encourage frank and open discussion among public officials and employees. The following documents have been determined to be exempt from disclosure under 7(1)(f) when not publicly cited/identified by the head of the public body: surveys completed by public university police which were used to determine police assignments; a public employee opinion survey considered in the process of formulating a decision; pre-decisional email correspondence between public employees; emails from a mayor which were deemed to be deliberative in nature with opinions and recommendations about proposed projects and policies; a memorandum which was

**The Freedom of Information Act, cont'd.**

prepared to present to a committee, but never actually presented; a draft memo regarding a retirement incentive plan; and an evaluator's comments on scoring sheets made before making a final decision to award a contract. Not all information contained in a preliminary document is exempt. The Courts and the Public Access Counselor have held that factual statements contained in a pre-decisional document are subject to release under FOIA. (PAC Opinion 14-015, and *State Journal-Register v. University of Illinois Springfield* 2013 IL App (4th) 120881)

No education in FOIA would be complete without a general understanding of the time requirements which apply to a public body responding to a FOIA request for information. The Act provides that a public body must respond to a written request for information within 5 business days after receipt of the request. 5 ILCS 140/3. The response may come in any number of different ways, as follow: (1) grant the request, providing the records simultaneously; (2) deny the request, in whole or in part, citing a proper exemption(s) as the basis of the denial and informing the requester of his/her right to appeal; (3) indicate that an extension of time is required, providing the statutory reason(s) for the extension and the date the records will be available (not more than an additional 5 business days from the original due date); (4) assert that responding to the request within the time frames required would constitute an undue burden, and asking the requester to narrow the scope of the request; or, (5) contact the requester, explaining the difficulty and special circumstances involved, and seeking to reach an agreement for additional time to retrieve the requested records. Special rules granting longer

response timelines apply to commercial requesters, "recurrent requesters," and "voluminous requests." 5 ILCS 140/2, 3.1, 3.2 and 3.6. It is important that, if necessary, you work closely with your FOIA officer, clerk, and/or attorney in determining the appropriate response to a FOIA request. Each public body must designate one or more officials or employees to act as its FOIA officer(s). 5 ILCS 140/3.5. Find out who yours is, and be kind to that person, for he or she is operating under deadline and oftentimes without clear guidance!

In addition, it is important to understand that any requester who has a complaint with the public body's response to a FOIA request may file a request for review with the Public Access Counselor established in the Illinois Attorney General's office. The PAC's office is staffed with attorneys dedicated strictly to investigating alleged violations of the Freedom of Information Act and Open Meetings Act—just another stressor for your FOIA officer! The PAC may dismiss a request for review as unfounded, or investigate further, and resolve the same by mediation, issue a binding opinion or advisory opinion, or use its discretion to otherwise resolve the same. 5 ILCS 140/9.5.

The consequences of failing to properly comply with a FOIA request may be harsh. In addition to any relief which the Public Access Counselor might impose, any person denied access to a non-exempt public record may file suit for injunctive or declaratory relief. In the event a party prevails in court, the court must award the prevailing party reasonable attorney's fees and costs. Additionally, should a court determine that a public body willfully and intentionally failed to comply with the Act, or otherwise acted in bad faith,

the court must impose a civil penalty of not less than \$2,500 or more than \$5,000 per occurrence. 5 ILCS 140/11. There are no fines which apply to or are payable by individual employees or officers of the public body. Even if none of these remedies is applicable or available, keep in mind that suspected FOIA violations are often the type of front-page news you will wish to avoid as a public official

These are only some of the most basic aspects of the Freedom of Information Act. The Act is constantly changing as the PAC issues new opinions and the courts interpret the Act. As an elected official you are tasked with assisting your public body in meeting a "primary public duty" of providing records in compliance with the requirements of the Act. You will need to work with your FOIA officer as he or she navigates the sometimes-stormy waters of the Act. Ancel Glink has several attorneys highly-experienced in working with public bodies on numerous FOIA compliance issues. We are pleased to work with your FOIA officer(s), clerk and/or you to ensure that your interests are protected, that public interests are served, and that your journey as an elected official is not imperiled by non-compliance under the Act.

**Hoffman Estates Park District  
Section 27**

**Procedure for Crisis Communication**

3.001 Crisis Communication

A crisis (as it pertains to the Park District) is defined as any event that attracts keen public or media interest. Crisis may include the following: an accident, drowning, allegations of abuse, presentation of a legal action, a criminal act, allegations of official misconduct, etc. For crisis involving weather, fire, floods, hazardous materials, earthquakes, utility emergencies, civil or national disorders, ozone or heat alerts or serious illnesses or injuries, employees should refer to the *Emergency Action Plan*.

Any staff member, who discovers a situation he/she thinks may be a crisis or a potential crisis that would concern the public or media, must contact his/her supervisor who will then contact the head of the crisis team immediately. The head of the crisis team will decide whether to implement the crisis communication plan or simply to monitor and handle the situation carefully. If the head of the crisis team is unavailable, staff members will contact the next individual listed on the crisis team contact sheet who will initiate the crisis communication plan.

A. Front Line Staff

1. Administer first aid/CPR if trained to do so.
2. Contact local police and EMS.
3. Minimize further loss (if property related).
4. Contact supervisor and provide him/her with all the details immediately available.
5. Notify employees at the site that an emergency exists.
6. Inform PDRMA (see page 6 for number) so they may conduct a comprehensive accident investigation as soon as possible.
7. Gather the employees involved in order to obtain a full and accurate account of the incident. Fill out the proper incident/accident report careful to document the emergency and the response.
8. Cooperate with local emergency service and police personnel.
9. Continue to compile accurate information as quickly as possible.
10. Do not talk to the media. See Subsection V.

B. Supervisor Staff

1. Contact head of crisis team.

C. Crisis Team Members

1. Crisis team head contacts crisis team members.
2. Crisis team head contacts Board.

3. Crisis team meets to share information and confirm facts.
4. Interview staff involved.
5. Review the "fast facts" (available in the crisis management folder at each facility) pertinent to this particular crisis.
6. Designate the following: someone to monitor radio and television; someone to clip newspapers; someone to verify the facts obtained thus far.
7. Take immediate, corrective measures.
8. Draft a response statement (should indicate concern for public welfare, sympathy for the victims and a statement of corrective actions).
9. Inform clerical team (including office staff and receptionist of their duties. See Subsection III, part C, #5).
10. Draft a statement and/or press release and distribute to media. (This option may be adopted in lieu of a formal press conference.)
11. Schedule a press conference (if necessary).
12. Spokesperson addresses the media (via press conference, press release or interview).

*Reveal only the verified facts.  
Do not reveal names of victims.  
Do not assign blame.  
Do not speculate.*

*If you do not know an answer, say so, and then find the answer.*

#### D. Action plan for the Crisis Team

The following is a list of questions the crisis team should address immediately. Check as completed:

- Have proper authorities been informed?
- Have the Park District attorneys and Board members been informed?
- PDRMA notified?
- Victim's families notified?
- Crisis been investigated? Possibility of second crisis?
- Damage estimated? Qualitative and Quantitative?
- How will team assure public crisis is under control?
- Has the media been made comfortable?
- Will a press conference be scheduled?  
If so, at 1685 W. Higgins rd in the board room.
- Does spokesperson have updated information and rehearsed possible responses?
- Crisis center will be designated at the CCIA. All files and records will be kept there.
- Have all inaccurate statements reported been balanced or verified by fact?
- Have photos or videotapes been taken or made to document damage?

## E. The Crisis Team and Their Roles

### 1. Chain of Responsibility/Crisis Team Members

All decisions and public/media response will come through a consensus of the crisis members. The Executive Director (and/or his/her designate) will be responsible for making official statements to the press. Note: In the absence of the head of the crisis team, the first available team member will be responsible for implementing the crisis communication plan, you may check off names as contacted.

- Executive Director – Spokesman and head of the crisis team
- Deputy Director / Director of Administration & Finance
- Division Director of Recreation & Facilities
- Division Director, Park Services/Development & Risk Management
- Division Director, Planning & Development
- Communications & Marketing Superintendent
- Park District Attorney
- PDRMA Representative

### 2. Spokesperson

The primary spokesperson is the Executive Director. In the absence of the Executive Director, the first available team member listed below will be responsible for making official statements to the media on behalf of the crisis team. The spokesperson will be responsible for making official statements to the media on behalf of the crisis team.

- Executive Director – Spokesman and head of the crisis team
- Deputy Director / Director of Administration & Finance
- Division Director of Recreation & Facilities
- Division Director, Park Services
- Division Director, Planning & Development
- Communications & Marketing Superintendent
- Park District Attorney
- PDRMA Representative

### 3. Roles of the Crisis Team Members and Staff Responsibilities

#### a. Executive Director/Official Spokesperson/Crisis Team Head:

The Executive Director will be responsible for coordinating the Park District's crisis management plan. The Executive Director will also be the voice of the Park District throughout the crisis, but may also request that other employees (including department heads) with specific knowledge of the affected departments speak to the media on occasion. Crisis team

members should provide only the information that has been approved by the spokesperson and the crisis team.

b. Division Directors

The Division Director coordinates and processes incoming information on the crisis. The Division Director is responsible for securing accident/incident reports and must process and monitor information like witness statements, telephone calls, radio and television reports and investigation reports by the safety coordinator, PDRMA and local authorities. The Division Director is also responsible for securing the following information and presenting it to the crisis team at their initial meeting. The Division Director is also responsible for updating the spokesperson about changes as they occur.

PLEASE NOTE: Division Directors will not make any statements or comments about the incident. All comments will issue from the spokesperson or those individuals designated by the spokesperson. Division Directors provide only the information that has been approved by the spokesperson and the crisis team.

- \_\_\_ What happened? When did it happen?
- \_\_\_ Who was involved? What is his/her status?
- \_\_\_ Where did the incident occur?
- \_\_\_ Why did it happen?
- \_\_\_ What was the result? What is being done to control or minimize the crisis?
- \_\_\_ If the answers to the above questions are not available, when will they be?

c. Director Park Services

The Director of Park Services will ensure that the crisis management team has access to the necessary buildings, facilities and power sources. Depending upon the crisis, the Director of Park Services will coordinate efforts with the Village Public Works Department, the Police Department, Utility Companies, etc.

The Director of Park Services will also be responsible for establishing and maintaining the physical aspects of the media center. The media center is a place where the press can monitor the crisis and receive up-to-date information. The Hoffman Estates Park District's media center will be at the Triphahn Center & Ice Arena, 1685 W. Higgins Road, Hoffman Estates IL (Board Room). The Director of Parks Services will also be responsible for obtaining any audio/visual equipment including, but not limited to, television, VCR, radio, microphone, etc.

PLEASE NOTE: The Director of Park Services will not make any statements or comments about the incident. All comments will issue from the spokesperson or those individuals designated by the spokesperson. The Director of Park Services should provide only the information that has been approved by the spokesperson and the crisis team.

d. Program Managers and/or Supervisors

Program Managers may be required to assist the Director, spokesperson, Division Directors, crisis team members, public relations manager, safety coordinator or clerical staff. Assignments may include, but are not limited to, the following:

1. Providing specific information on programs or facilities. Include content, participant population (non-names), enrollment, staff, training, safety measures, etc.
2. Help assemble accurate information so that the crisis team may craft an official response.
3. Contact the news media as directed by the spokesperson or public information coordinator.
4. Obtain information about callers and inquiries.
5. Record and date all statements given to the media.

4. Board Members and Their Role

If a Commissioner is asked about a crisis situation, he/she is encouraged to respond by stating the following: **"The situation is under investigation. The Park District will release appropriate information upon completion of its investigation."** This statement provides the crisis team with time to complete its assessment and formulate its response plan. Please note that Commissioners are encouraged to refer all questions to the designated spokesperson. The Executive Director/Crisis Team Head will consult with and update the President of the Park Board of Commissioners (and other Commissioners) as soon as possible after an incident to assess the situation and inform the Board of the Park District's response.

5. Employee/Commissioners: How to Deal with the Media

During a crisis, all information released to the media and the public will come through the crisis team via the designated Park District spokesperson. Employees who witness the event, responded to the event, or are in some way knowledgeable about the event may be approached by the media. EMPLOYEES/COMMISSIONERS SHOULD DIRECT ALL INQUIRIES FROM REPORTERS OR OTHER INDIVIDUALS TO THE PARK DISTRICT SPOKESPERSON FOR ACCURATE INFORMATION.

Here are a few guidelines for employee/commissioners who are approached by reporters or other members of the public.

1. You do not have to speak to the press. A good response is as follows:  
**I am not the proper person to answer that question. You may want to discuss that with our official agency spokesperson ( Name of proper person )**
3. It is permissible to express sympathy for any involved individuals, but direct specific questions to a spokesperson.  
**DO NOT SAY, "NO COMMENT."** It tends to imply guilt. Instead say, "**It would be premature to discuss this matter until further investigation is completed**" and then refer the reporter or individual to the Park District spokesperson. Don't joke. Don't say anything you wouldn't want to see in print. Don't make an "off-the-record" statement. The confidentiality cannot be guaranteed.
4. Crisis Team Emergency Contact List  
In the event of a crisis or emergency, the highest-ranking staff member will contact the following individuals in the order in which they are listed to implement the Crisis Management Plan. Please make note of the date and time each team member was contacted. If you do not receive an answer, move to the next person on the list.

**Name**

**Time / Date**

**Dean R. Bostrom**  
**Executive Director / Media Spokesperson**  
Office: (847) 310-3604; Cell: (847) 561-2150  
2030 Hassel Rd., #201, HE 60169

\_\_\_\_\_

**Craig Talsma**  
**Deputy Director / Director of Administration & Finance**  
Office: (847) 310-3607; Cell: (847) 561-2200  
4475 Sundance Circle, HE 60192

\_\_\_\_\_

**Mike Kies**  
**Director of Recreation & Facilities**  
Office: (847) 310-3634; Cell: (847) 489-9263  
312 South Street, St. Charles 60174

\_\_\_\_\_

Time / Date

**Dustin Hugen**

**Director Park Services**

Office: (847) 285-5465; Cell: (847) 561-1325  
2704 W. Nelson Street, Chicago, IL 60618

---

**Gary Buczkowski**

**Director Planning & Development**

Office: (847) 310-3606; Cell: (847) 561-2172  
964 Brantwood, Elk Grove Village 60007

---

**Sandy Manisco**

**Communications & Marketing Superintendent**

Office: (847) 781-3672; Cell: (630) 802-3320;  
1120 Gulf Keys Rd, Elgin 60120

---

**Brett Davis**

**Executive Director, PDRMA**

Office: (630) 769-0332

---

**Rob Bush**

**Attorney, Ancel Glink**

Office: (312) 782-7606

---

After the crisis team has been contacted and a meeting set up, the crisis team head will call the Board president and the remaining members of the Board.

Approval Date:	07/01/98	John Giacalone
Revision Date:	05/15/00	John Giacalone
Revision Date:	12/07/01	John Giacalone
Revision Date:	02/14/02	John Giacalone
Revision Date:	02/11/03	John Giacalone
Revision Date:	02/24/05	John Giacalone
Revision Date:	07/05/06	John Giacalone
Revision Date:	04/24/07	John Giacalone
Revision Date:	10/24/07	John Giacalone
Revision Date:	08/09/12	John Giacalone
Revision Date:	01/22/13	John Giacalone
Revision Date:	04/04/13	John Giacalone
Revision date:	11/15/15	John Giacalone
Revision date:	4/18/2017	John Giacalone

# CURRENT ISSUES

---

## A. EXECUTIVE SESSION TOPICS



**Regular Board (4<sup>th</sup> Tuesday following A&F meeting)**

President	Robert Kaplan
Vice President	Pat McGinn
Treasurer	Lili Kilbridge
Asst. Treasurer	Craig Talsma
Secretary	Dean Bostrom
Asst. Secretary	Keith Evans
Commissioner	Mike Bickham
Commissioner	Ron Evans
Commissioner	Pat Kinnane
<i>Staff Liaison</i>	<i>Dean Bostrom</i>

**Buildings & Grounds Committee (3<sup>rd</sup> Tuesday)**

Chair	Pat McGinn
Vice Chair	Keith Evans
Community Rep	Chad Bettencourt
Community Rep	Joaquin Castillo
Community Rep	Raffi Dekirmenjian
Community Rep	Marc Friedman
Community Rep	Sue Triphahn
<i>Staff Liaisons</i>	<i>Gary Buczkowski, Dustin Hugen</i>

**Recreation Committee (3<sup>rd</sup> Tuesday following B&G meeting)**

Chair	Pat Kinnane
Vice Chair	Ron Evans
Community Rep	Linda Dressler
Community Rep	Pearl Henderson
Community Rep	Susan Neel
Community Rep	Paul Snyder
Community Rep	Hap Wittkamp
<i>Staff Liaisons</i>	<i>Mike Kies, Brian Bechtold</i>

**Administration & Finance Committee (4<sup>th</sup> Tuesday)**

Chair	Lili Kilbridge
Vice Chair	Mike Bickham
Community Rep	Raj Chhatwani
Community Rep	Victor Katis
Community Rep	Kathy Musial
Community Rep	Hosep Utas
Community Rep	Steven Winner
<i>Staff Liaison</i>	<i>Craig Talsma</i>

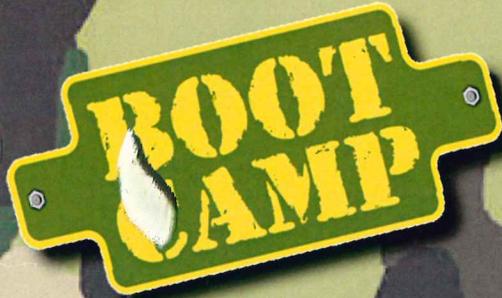
**Other Committee Appointments**

50+ Liaison	Ron Evans
Village Bike Path	Keith Evans
Exec Director Review	Robert Kaplan

**HOFFMAN ESTATES PARK DISTRICT  
2017 BOARD/COMMITTEE MEETINGS**

<b>JAN</b>	03	---	NO MEETING (holiday)	<b>JULY</b>	18	7:00 p.m.	Buildings & Grounds Committee	
	10	---	Buildings & Grounds - CANCELLED				7:45 p.m.	Recreation Committee
		---	Recreation Committee - CANCELLED			25	7:00 p.m.	Board Meeting
	17	7:00 p.m.	Administration & Finance				7:20 p.m.	A&F Committee
	24	7:00 p.m.	Board Meeting		<b>AUG</b>	15	7:00 p.m.	Buildings & Grounds Committee
31	---	NO MEETING (5 <sup>th</sup> week)				7:45 p.m.	Recreation Committee	
<b>FEB</b>	07	7:00 p.m.	Buildings & Grounds Committee		22	7:00 p.m.	Board Meeting	
	14	7:00 p.m.	Recreation Committee			7:20 p.m.	A&F Committee	
	21	7:00 p.m.	Administration & Finance		29	--	NO MEETING (5 <sup>th</sup> week)	
		Immed follow	SPECIAL BOARD MEETING	<b>SEPT</b>	12	7:00 p.m.	Buildings & Grounds Committee	
28	7:00 p.m.	Board Meeting				7:45 p.m.	Recreation Committee	
<b>MAR</b>	07	7:00 p.m.	Buildings & Grounds Committee		19	7:00 p.m.	Board Meeting	
	14	7:00 p.m.	Recreation Committee			7:20 p.m.	A&F Committee	
	21	7:00 p.m.	Administration & Finance	<b>OCT</b>	17	7:00 p.m.	Buildings & Grounds Committee	
	28	7:00 p.m.	Board Meeting				7:45 p.m.	Recreation Committee
<b>APR</b>	04	7:00 p.m.	Buildings & Grounds Committee		24	7:00 p.m.	Board Meeting	
		Immed follow	SPECIAL BOARD MEETING			7:20 p.m.	A&F Committee	
	11	7:00 p.m.	Recreation Committee		31	---	NO MEETING (5 <sup>th</sup> week)	
		Immed follow	SPECIAL BOARD MEETING	<b>NOV</b>	14	7:00 p.m.	COMMITTEE OF THE WHOLE	
	18	<b>7:00 p.m.</b>	<b>Administration &amp; Finance</b>				- 2018 Budget	
	<b>7:30 p.m.</b>	<b>Board Meeting</b>			Followed by	SPECIAL BOARD MEETING		
25	---	NO MEETING				- Approve in tentative form		
<b>MAY</b>	02	7:00 p.m.	Buildings & Grounds Committee		21	7:00 p.m.	Buildings & Grounds Committee	
		Immed follow	SPECIAL BOARD MEETING			7:45 p.m.	Recreation Committee	
	09	7:00 p.m.	Recreation Committee		28	7:00 p.m.	Board Meeting	
	16	7:00 p.m.	Administration & Finance			7:20 p.m.	A&F Committee	
		Immed follow	ANNUAL MEETING	<b>DEC</b>	12	6:45 p.m.	PUBLIC MEETING: B&A Ordinance	
	23	7:00 p.m.	Board Meeting			7:00 p.m.	Buildings & Grounds Committee	
30	---	NO MEETING – 5 <sup>th</sup> week				7:45 p.m.	Recreation Committee	
<b>JUNE</b>	20	5:45 p.m.	B&G Meeting - PARK TOUR		19	7:00 p.m.	Board Meeting	
		---	Recreation Committee - CANCELLED			7:20 p.m.	A&F Committee	
	27	7:00 p.m.	Board Meeting					
	7:20 p.m.	A&F Committee						

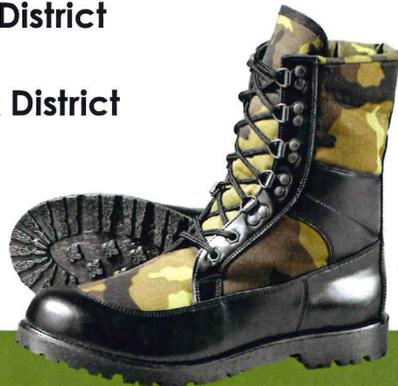
# Essential Training for Board Members



- Legislative Advocacy
- Finance
- Ethics
- Roles & Expectations
- Open Meetings Act

- ★ **May 20**     **Huntley Park District**  
9:30 a.m. - 12:00 p.m.
- ★ **May 24**     **Metro East Park and Recreation District**  
6:30 p.m. - 9:00 p.m.
- ★ **May 25**     **Normal Parks and Recreation Department**  
6:30 p.m. - 9:00 p.m.
- ★ **May 31**     **Bolingbrook Park District**  
6:30 p.m. - 9:00 p.m.
- ★ **June 1**      **Schaumburg Park District**  
6:30 p.m. - 9:00 p.m.

**Fulfill your one-time Open Meetings Act training as required by the Attorney General's Office!**



# IAPD

Illinois Association of Park Districts

**Visit [ILparks.org/bootcamp](http://ILparks.org/bootcamp) to register!**

# IAPD Boot Camp - Carol Stream Park District



REGISTER TELL A FRIEND

## IAPD Boot Camp - Carol Stream Park District

6/4/2015



**When:** Thursday, June 4th  
6:00 pm to 9:00 pm

**Where:** Carol Stream Park District  
910 N. Gary Avenue  
Carol Stream, IL

**Contact:** Sue Triphahn  
[stripahn@ilparks.org](mailto:stripahn@ilparks.org)  
Phone: 947-496-4449

### Registration Information

Online registration is available until: 6/4/2015

- [Register »](#)

### Related Products

- [Board Bundle](#)

### Details

#### Should I Attend?

- Do I have a clear understanding of my role as a board member?
- Am I newly elected or appointed? Am I a seasoned commissioner who needs a refresher course?
- Do I need to better understand legislative advocacy?
- What is my role in the financial operation?
- Do I need to fulfill my one-time Open Meetings Act training as required by the Attorney General's Office? *By attending a boot camp, this requirement will be satisfied.*

#### Legislative Advocacy

- How to succeed in legislative advocacy
- How to effectively communicate with your legislators
- The importance of developing relationships with your legislators
- Dos and don'ts of lobbying

#### Open Meetings Act

- **Fulfill your one time training as required by the Attorney General's Office**
- Email / remote participation
- Agenda, minutes and records
- Closed / executive sessions
- Voting

#### Finance Part I

- Common funds
- Fund accounting
- Revenue
- Expenditures
- Levy

#### Finance Part II

- Debt service
- Bonds
- Budget and appropriation ordinance
- Audit
- Treasurer report
- Investments

#### Ethics

- Prohibited interests in contracts
- Exceptions allowing interests in contracts
- Common law conflicts of interest
- Ethics Act: prohibited political activity and the gift ban

#### Board / Executive Director / Staff Relations

- Respective roles and expectations



Click to enable Adobe Flash Player

Print Page | Contact Us | Your Cart | Sign Out

SITE SEARCH

Enter search criteria... Search »

- Home
Member Search
About Us
Calendar Of Events
Public Policy
Friends Of Illinois Parks
Legends Video Series
Programs
Publications
Legal Assistance
Career Center
Resources & Tools
IAPD Store
Photo Gallery
Corporate Opportunities

Board Member Development Program

More in this Section...

Share |

Board Member Development Program

The IAPD Board Member Development Program is open to board members from IAPD member agencies. The program gives recognition to local board members who consistently go above and beyond the call of duty through committee involvement, attendance at continuing educational opportunities and achievements at the local, state and national levels.

Participation in the Board Member Development Program can garner numerous benefits including recognition from fellow colleagues, legislators, media and the public. The program tracks accomplishments obtained during terms on your local board, useful during re-election. Any member of IAPD may join the Board Member Development Program for an annual fee of \$20.

Participants accumulate "Board Development Units" (BDUs) yearly from October 1 to September 30. Units earned after September 30 will go toward the following year. All members of the program will receive a participant lapel pin. Board Member Development Program participants (Distinctive and Master Levels) will be recognized at the IAPD Annual Business Meeting at the IAPD/IPRA Conference.

Fees

- Annual Fee - \$20
Master Board Member Year Fee - \$0
Master Board Member 3-Year Renewal - \$15

Please either submit a check or go to the IAPD Store to pay your fee.

ACCUMULATED UNITS RESULT IN THE FOLLOWING:

Master Board Member (750 Units) - Receives an award, pin, certificate and recognition in Illinois Parks & Recreation. Master Board Members renew their status every three years through an accumulation of 50 units each year. There is a \$15 renewal fee every three years and a new certificate is issued.

Distinctive Board Member (400 Units) - Receives an award and recognition in Illinois Parks & Recreation.

Notable Board Member (100 Units) - Recognized in Illinois Parks & Recreation.

Click here to complete the Board Member Development Program form online (in a pdf format). After completion, please email the form to Bobbie Jo Hill at bjhill@ILparks.org.

Board members submitting applications by 5:00 p.m. on Wednesday, November 14, 2016 will be recognized at the IAPD Annual Business Meeting, held Saturday, January 21, 2017 during the IAPD/IPRA Conference at the Hilton Chicago.



My Profile

- Profile Home
Manage Profile
Groups
Networks
Files & Links
Favorites
Messages
Connections (NEW)
Refer a Friend

Latest News more

3/31/2017 Important Bill Deadline Today

3/16/2017 The Park Ridge Park District Recognizes John Tunnell

3/16/2017 Volunteers to give new life to used Euclid Square Park playground equipment

Calendar of Events more

4/1/2017 » 5/31/2017 Flying for Kids Months

5/2/2017 » 5/3/2017 Legislative Reception & Conference

5/2/2017 Parks Day at the Capitol

5/16/2017 Summer Golf Tour #1 - Wheaton Park District's Arrowhead Golf Club

5/20/2017 Boot Camp #1 - Huntley Park District

waterplay Solutions Corp. DREAM | DESIGN DELIVER CLICK HERE

## IAPD Board Member Development Program

### ACCUMULATED UNITS RESULT IN THE FOLLOWING:

**Master Board Member (750 Units)** – Receives an award, pin, certificate and recognition in Illinois Parks & Recreation. Master Board Members renew their status every three years through an accumulation of 50 units each year. There is a \$15 renewal fee every three years and a new certificate is issued.

**Distinctive Board Member (400 Units)** – Receives an award and recognition in Illinois Parks & Recreation.

**Notable Board Member (100 Units)** – Recognized in Illinois Parks & Recreation.

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

Email Address: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

### **Fee**

The Annual Program fee is \$20. Once Master Board Member status is attained, there is no need to pay the annual \$20 fee. Master Board Members submit a form each year, verifying the accumulation of 50 units, in order to retain their status. Every three years, Master Board Members must pay a \$15 renewal fee to receive an updated certificate.

- Annual Fee - \$20.00
- Master Board Member – Annual Renewal – No Charge
- Master Board Member – 3-year Renewal Fee - \$15.00

---

### **Educational Programs**

- Legislative Conference – 10 BDUs
- Commissioners Seminars/Workshops – 10 BDUs
- Legal Symposium – 10 BDUs
- Pre-Conference Workshops – 5 BDUs each

Please List Workshops:

- 
- 1-Day Registration at Conference – 10 BDUs
  - 2-Day Registration at Conference – 20 BDUs
  - NRPA Congress – 10 BDUs
  - NRPA Midyear Meeting – 10 BDUs
  - Other IAPD Programs – 10 BDUs each

Please List IAPD Programs:

- 
- Education at the Local Level 10 BDUs each

Please List Education:

---

Total Number of Educational Programs BDUs: \_\_\_\_\_

---

### **Volunteer Participation**

- Work at Park District Conservation Day – 5 BDUs
  - Work at Conference Headquarters/Registration Desk at Conference – 5 BDUs
  - Work at other IAPD-sponsored Event(s) – 5 BDUs each
- Please List IAPD-sponsored Events:

- 
- Volunteer Locally on Behalf of Your Agency – 10 BDUs each
- Please List Volunteer Efforts:

---

Total Number of Volunteer Participation BDUs: \_\_\_\_\_

---

### **Event Attendance**

- Legislative Golf Outing – 10 BDUs
  - Legislative Reception (only) – 5 BDUs
  - Park District Conservation Day – 5 BDUs
  - Your Agency Exhibiting at Parks Day at the Capitol – 5 BDUs
  - Attending Agency-Sponsored Event(s) in Your Community – 5 BDUs each
- Please List Agency-Sponsored Events:

---

Total Number of Event Attendance BDUs: \_\_\_\_\_

---

### **Legislative**

- Personal Visit with Your District Legislators – 5 BDUs
  - Personal Letter to Your District Legislators – 1 BDU per letter, 20 maximum
- List Number of Letters to your District Legislators:

- 
- Completed the 180 Minute Legislative Commitment – 10 BDUs

Total Number of Legislative BDUs: \_\_\_\_\_

---

**IAPD Board and Committee Attendance**

Attendance at each IAPD Meeting/Event – 5 BDUs each  
Please list Meetings/Event Attended:

---

Chair of an IAPD Committee – 10 BDUs  
 Attendance at each IAPD Committee Meeting – 5 BDUs each  
Please list Committees:

---

Total Number of IAPD Board Committee Attendance BDUs: \_\_\_\_\_

---

**Local Board Service**

Board Officer Position – 10 BDUs  
     President    Vice President    Treasurer    Secretary  
 Attendance at each Local Board Meeting – 3 BDUs each  
List Number of Meetings Attended:

---

Number of Years as a Board Member (1 unit for each year served on a local board) 1 BDU each year  
List Number of Years:

---

Member of a Committee on Your Local Board – 5 BDUs  
 Chair of a Committee on Your Local Board – 10 BDUs

---

Total Number of Local Board Service BDUs: \_\_\_\_\_

---

**Article** (related to the field of parks and recreation)  
In *Illinois Parks & Recreation, P&R* (NRPA's magazine), *Beyond the Boardroom* or other publication (your community's newspaper, magazine, etc.).

Article submitted for consideration – 5 BDUs each  
List Number of Articles Submitted:

---

Article published – 10 BDUs each  
List Number of Articles Published:

---

Total Number of Article BDUs: \_\_\_\_\_

---

**Speaker**

Spoke at an IAPD-sponsored event, including the Annual Conference, or to a community group on behalf of your agency.  
 Speaking Engagement – 10 BDUs each (30 BDUs max)  
List Number of Speaking Engagements:

---

Total Number of Speaker BDUs: \_\_\_\_\_

---

**Agency Development**

- Participate in a Successful Grant Application – 10 BDUs
- Participate in an Annexation – 10 BDUs
- Active Participation in the Building of a New Facility – 10 BDUs
- Active Participation in a Land Purchase – 10 BDUs
- Other – 10 BDUs

Please List Other Participation:

---

Total Number of Agency Development BDUs: \_\_\_\_\_

---

**Other Educational Endeavors**

- Books read about Boardmanship, Parliamentary Procedures or Park District Law – 5 BDUs each (30 BDUs max)  
List Books Read:

- 
- Other Books Read (Number of BDUs to be determined at the discretion of the IAPD Honors Resolutions Committee)  
Please List Book and Author:

---

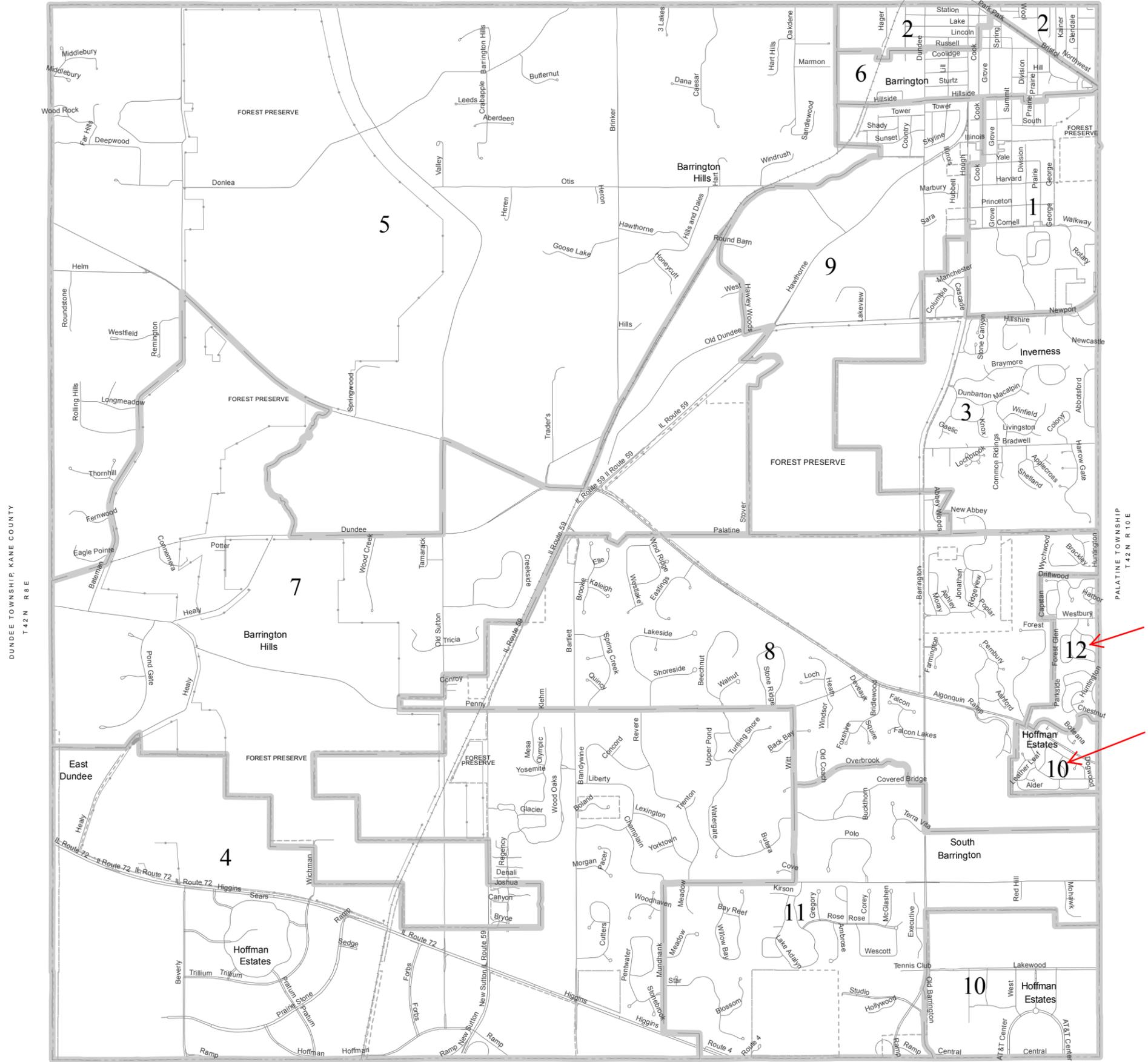
Total Number of Other Educational Endeavors BDUs: \_\_\_\_\_

**Grand Total of BDUs:** \_\_\_\_\_

# Barrington Township

Township 42 North Range 9 East  
Cook County, Illinois

CUBA TOWNSHIP, LAKE COUNTY  
T 43 N R 9 E



DUNDEE TOWNSHIP, KANE COUNTY  
T 42 N R 8 E

PALATINE TOWNSHIP  
T 42 N R 10 E

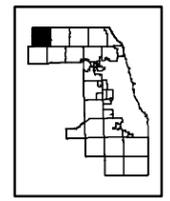
HANOVER TOWNSHIP  
T 41 N R 9 E

- Muni Boundary
- Railroad
- Forest Preserve
- Barrington Streets
- Precinct Boundary

Railroad Lines, Forest Preserve and Municipality Boundaries provided by the Cook County Department of Geographic Information Systems.

**David Orr**  
**Cook County Clerk**

Precinct Boundaries: Updated 2011  
Street Layer Source: Tele Atlas 2009



# Palatine Township

Township 42 North Range 10 East  
Cook County, Illinois

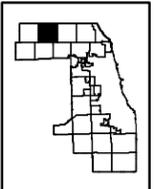
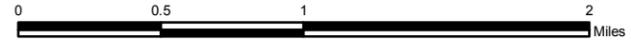


- Muni Boundary
- Railroad
- Forest Preserve
- Palatine Streets
- Precinct Boundary

Railroad Lines, Forest Preserve and Municipality Boundaries provided by the Cook County Department of Geographic Information Systems.

**David Orr**  
**Cook County Clerk**

Precinct Boundaries: Updated 2011  
Street Layer Source: Tele Atlas 2009



# Schaumburg Township

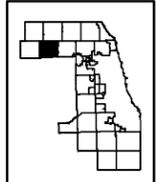
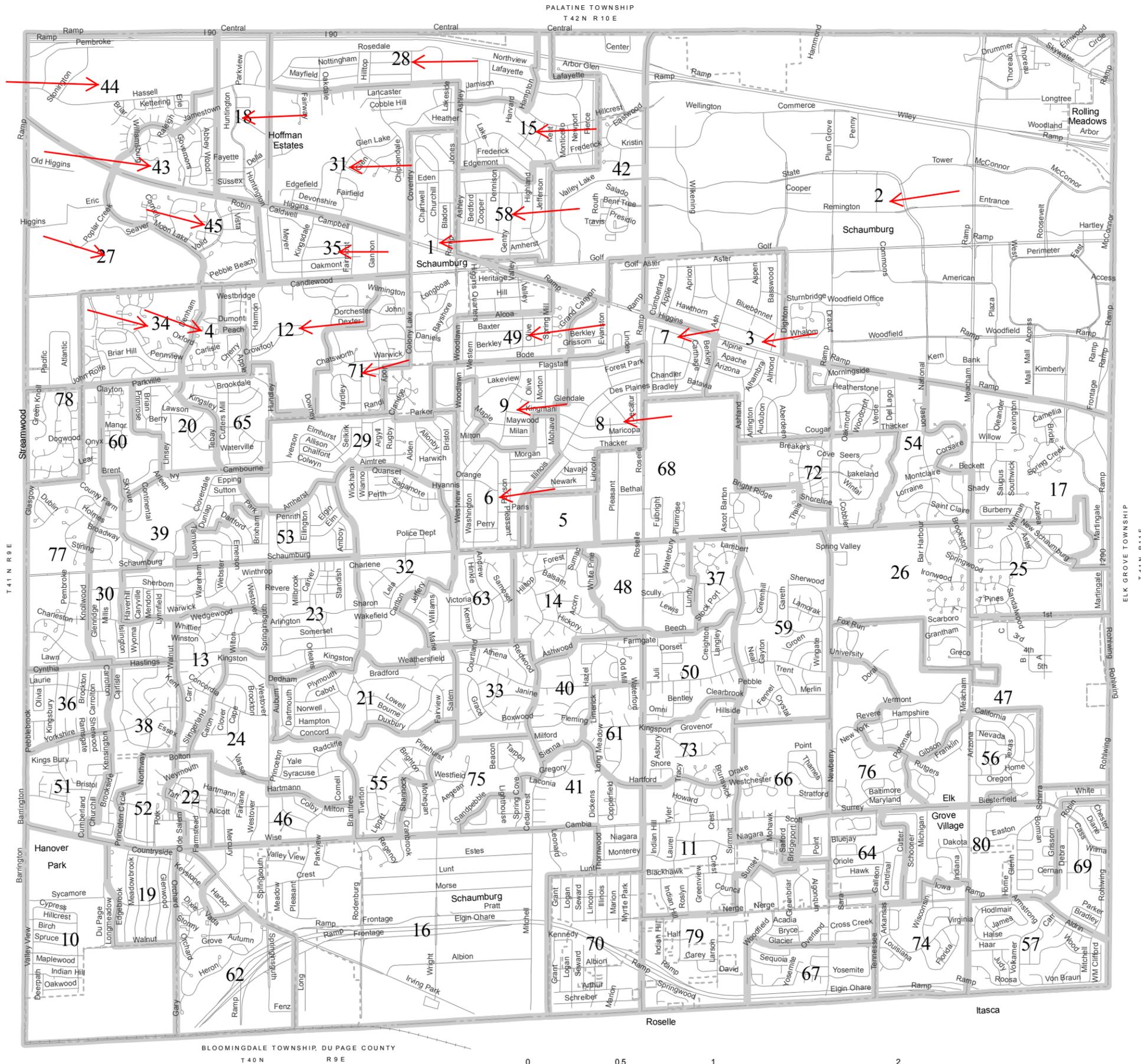
Township 41 North Range 10 East  
Cook County, Illinois

-  Muni Boundary
-  Railroad
-  Schaumburg Streets
-  Precinct Boundary

Railroad Lines and Municipality Boundaries provided by the Cook County Department of Geographic Information Systems.

**David Orr**  
**Cook County Clerk**

Precinct Boundaries: Updated 2011  
Street Layer Source: Tele Atlas 2009



# Hanover Township

Township 41 North Range 9 East  
Cook County, Illinois

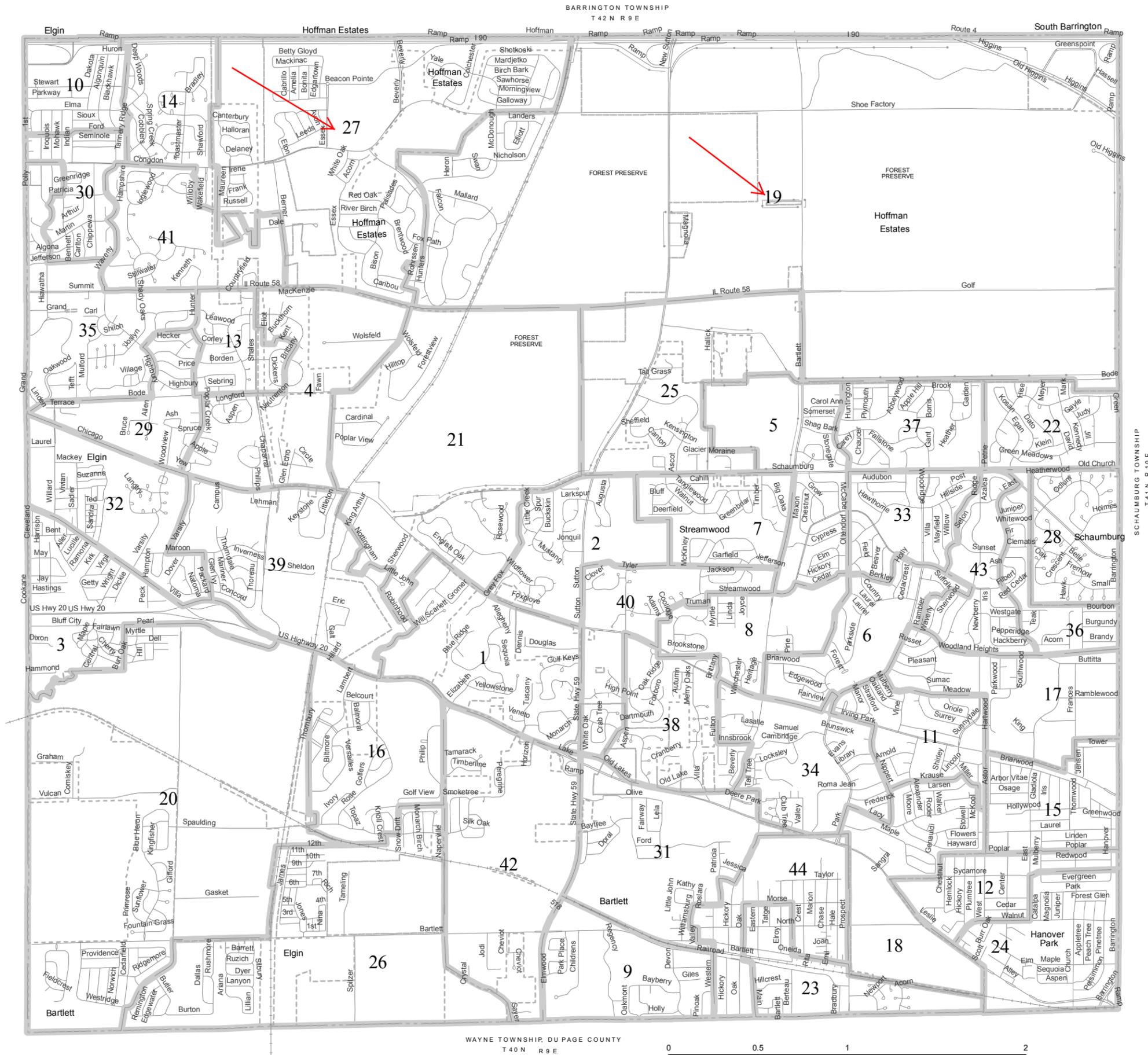


- Muni Boundary
- Railroad
- Forest Preserve
- Hanover Streets
- Precinct Boundary

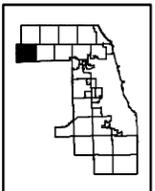
Railroad Lines, Forest Preserve and Municipality Boundaries provided by the Cook County Department of Geographic Information Systems.

**David Orr**  
**Cook County Clerk**

Precinct Boundaries: Updated 2011  
Street Layer Source: Tele Atlas 2009



WAYNE TOWNSHIP, DU PAGE COUNTY  
T 40 N R 9 E



## PROCEDURES FOR CHAIRING A PARK DISTRICT MEETING

### Procedures for all meetings

- Quorum Requirements - For a meeting to be held, a majority of the elected or appointed board/committee members shall constitute a quorum. For committee meetings, the President or in his/her place, the Vice President, shall sit in on a committee as a non-voting member if a quorum of committee members is present. If a quorum of committee members is not present, commissioners may serve as voting members of the committee as required to obtain a quorum. The order of determining which commissioner(s) shall serve on the committee to obtain a quorum is as follows: President, Vice President, Treasurer, Assistant Secretary. Thereafter, an impartial random lottery selection shall be held to determine which commissioner(s) shall serve as a voting committee member.
- Voice Vote vs. Roll Call Vote - Voice votes are standard procedure for committee meetings. At committee meetings, the only time that a roll call needs to be taken is when the actual results of a voice vote are in question. Board meetings require a roll call vote for Resolutions, Ordinances, and policies, as well as financial and legal liabilities; this includes manual checks, monthly invoices and purchases (financial), contracts, licenses, leases and agreements (legal). When asking for a voice vote state “all in favor say ‘Aye’; all opposed say ‘Nay’.” Following both voice and roll call votes, Chair/President should always restate the outcome of the vote, i.e., motion passes, or motion fails.
- Recognition by Committee Chair/President – Board members, committee members, staff or members of the audience (anyone) may only speak after being acknowledged or recognized by the committee Chair/President. It is important that the Chair/President enforce this procedure to control the meeting and maintain order. When recognizing someone from the audience, Chair/President needs to request that the individual state their name and address for the record.
- Call to Order - Once a quorum has been established, Chair/President should call the meeting to order and request that a roll call be taken.
- Approval of Agenda – Request if there are any changes, additions or deletions to the Agenda. If Chair/President is made aware of change(s), Chair/President should request a motion to approve the Agenda with the proposed change(s) if applicable. Following a motion, Chair/President should request a second to the motion and then ask for a voice vote. If agenda items are approved to be added to the agenda, the newly added agenda item may be discussed, however, no vote may be taken on the item unless the newly added agenda item is germane to another agenda item that was on the agenda legally posted at least 48 hours before the start of the meeting. Chair/President determines as part of the motion, where the addition or change is moved or added to the Agenda.
- Committee/Board Minutes – Chair/President should request a motion to approve the minutes. After a motion is made to approve the Minutes with a second, the Chair/President should ask if there are any changes, deletions or additions to the Minutes. If there are, ask the individuals who made the motion and the second to amend their original motion to reflect the proposed changes. Request a voice vote on the amended motion.
- Comments from the Audience –The Agenda item, *Comments from the Audience*, is included on all meeting agendas to provide an opportunity for residents/guests to address the board/committee. Prior to speaking, the residents/guests need to state their name and

address for the record. Each resident should be provided an opportunity to address the board/committee regarding items NOT included under *Old Business* or *New Business*. It is important that comments be addressed to the board/committee and not to other members of the audience or staff. The board has set a 5 minute time limit per resident which may be increased at the discretion of the Chair/President if meaningful information is presented. Additional rounds of discussion from residents should be left to the discretion of the Chair/President, however, the justification for permitting a second opportunity to address the board/committee should be based on the premise that new information will be presented. (Commissioners or staff should only respond to comments made if Chair/President elects to respond to the comments). A typical response can be “thank you for your comments” or “staff will look into the issues/your suggestions. Once all residents have had the opportunity to address the board/committee, the Chair/President should close the floor for *Comments from the Audience*.

- For each New Business/Old Business Item

- (a) read the agenda item

- (b) request Executive Director or designee to provide overview of agenda item (if required)

- (c) ask board/committee members if they have specific questions that require further clarification from staff regarding the agenda item

**Please note this is not the time for commissioner/community reps to express their opinions regarding agenda items.**

- (d) following board/committee members’ discussion to clarify the agenda item, always ask if there are comments from the audience on the old business/new business item. Once all comments have been made by audience, Chair/President should move the discussion back to the committee/board members and **thereafter members of the audience should not be permitted to speak again**. Comments made by members of the audience need to be germane to the agenda item and should be limited to not more than five minutes.

- (e) before any committee/board discussion is held on the agenda item, request a motion. If there is NOT a motion, clarify that a motion and second are required to discuss the item further. If a motion is not made, move onto the next agenda item.

- (f) once a motion is made then request a second to the motion: “Is there a second to the motion?”

- (g) clarify the motion: “it is moved and seconded that (repeat the motion ....)” or if motion is unclear, request recording secretary to restate the motion.

- (h) prior to requesting a vote, open the floor for discussion, “Is there any

further discussion?”. After all board/committee members have had the opportunity to debate/discuss the motion, call for a voice vote or roll call depending on the nature of the motion.

(i) as noted under the Voice Vote vs. Roll Call Vote, following the vote taken, the Chair/President should restate the outcome of the vote, i.e., “motion carries”. If audience (residents) are present, Chair/President should clarify the outcome of the vote; for committee meetings, “this committee’s recommendation will be presented to the full board who will have the final vote on the issue. The board meets the 4<sup>th</sup> Tuesday of the month.”

- Consent Agenda - The consent agenda will appear as a designated portion of the regular board agenda. All items placed on the consent agenda and not asked by a Board member to be removed will be approved with a motion, a second and a roll call vote. There is no discussion on items that are on the final consent agenda. Ordinances and Resolutions will not be included on consent agenda but placed on the agenda under New Business.

Before the motion to approve the agenda (Approval of Agenda) is made, any Board member can request an item be removed from the consent agenda and placed under new or old business. This will enable discussion to take place on the item and a vote will be taken under a separate motion if necessary.

- Committee Meetings - All monthly vouchers, invoices, financial reports, staff monthly reports, objective status reports, and comparison reports are all forwarded to the Board recommending approval, and amended if necessary. If an agenda item does not require Board approval, within the staff Memorandum it will specifically state that Board action is not required. Under Recommendations, staff will either state that no vote is required (just informational) or staff is requesting approval of the committee regarding the agenda item and the agenda item does not require board approval.



**PARLIAMENTARY  
PROCEDURE**

## **THE BASIC RULES OF PARLIAMENTARY PROCEDURE**

1. THE RIGHTS OF THE ORGANIZATION SUPERSEDE THE RIGHTS OF INDIVIDUAL MEMBERS - The organization has the right to make its own rules which then must be observed by all members. Should a conflict arise between the rights of a member and the right of the organization to do its business, the rights of the organization prevail.

2. ALL MEMBERS ARE EQUAL AND THEIR RIGHTS ARE EQUAL - Those rights are:

--to attend meetings;

--to make motions and speak in debate;

--to nominate;

--to vote;

--to hold office.

3. A QUORUM MUST BE PRESENT TO DO BUSINESS - A quorum is the number of members who must be present to legally transact business. The number is usually stated in the bylaws. In a committee or a small board, the quorum is the majority of its members. The purpose of a quorum is to prevent an unrepresentative group from taking action in the name of the organization.

4. THE MAJORITY RULES - This rule is basic to the democratic process. The minority has the right to be heard, but once a decision has been reached by a majority of the members present and voting, the minority must then respect and abide by the decision.

5. SILENCE IS CONSENT - Those members who do not vote agree to go along with the decision of the majority by their silence.

6. TWO-THIRDS VOTE RULE - A two-thirds vote is necessary whenever you are limiting or taking away the rights of members or whenever you are changing something that has already been decided.

7. ONE QUESTION AT A TIME AND ONE SPEAKER AT A TIME - No motion is in order which does not directly relate to the question under consideration. In addition, once a member has been recognized, he has been granted "the floor" and another member may not interrupt him.

8. DEBATABLE MOTIONS MUST RECEIVE FULL DEBATE - The presiding officer may not put a

debatable motion to vote as long as members wish to debate it. Debate can only be suspended by a two-thirds vote of the members present.

9. ONCE A QUESTION IS DECIDED, IT IS NOT IN ORDER TO BRING UP THE SAME MOTION OR ONE ESSENTIALLY LIKE IT AT THE SAME MEETING - Such motions should be ruled out of order. (Note: There is a special class of motions which do bring a motion back to the group, called restorative motions).

10. PERSONAL REMARKS IN DEBATE ARE ALWAYS OUT OF ORDER - The presiding officer must rule all personal remarks out of order.

Debate must be directed to motions and not motives; principles and not personalities.

\*\*\*Note: This excerpt is from, "ROBERT'S RULES IN PLAIN ENGLISH" Copyright 1997, DORIS P. ZIMMERMAN, Professional Registered Parliamentarian

Select Language ▼

Powered by Google Translate

## NON-RANKING MOTIONS

	Interrupt	Second	Debate	Amend	Vote	Reconsider
--	-----------	--------	--------	-------	------	------------

### INCIDENTAL MOTIONS

	I	S*	D*	A	M*	R
Appeal						
Close Nominations or Close the Polls		S		A	2/3	
Consideration by Paragraph or Serialim		S		A	M	
Create a Blank		S			M	
Division of a Question		S*		A	M*	
Division of the Assembly	I					
Objection to the Consideration of a Question	*				2/3	*
Parliamentary Inquiry	I					
Point of Information	I					
Point of Order	I		*		+	
Reopen Nominations or the Polls		S		A	M	*
Request for Permission to Withdraw a Motion	*	*			M	*
Suspend the Rules		S			2/3*	

### MOTIONS THAT BRING A QUESTION AGAIN BEFORE THE ASSEMBLY

	I	S	D	A	M	R
Take from the Table		S			M	
**Rescind or Amend Something Previously Adopted		S	D	A	*	*
**Discharge a Committee		S	D	A	*	*
Reconsider	*	S	D*		M	

\*—An incidental main motion which usually requires a majority vote with previous notice or a 2/3 vote without previous notice.

Before a motion has been stated by the chair, it can be withdrawn or modified by the maker. After being stated by the chair, it can be withdrawn or modified only by general consent or a majority vote of the assembly.

Hasty or ill-advised action can be corrected through the motion to reconsider. This motion can be made only by one who voted on the prevailing side and must be made on the same day or next succeeding day after the original vote was taken (not counting a day on which no business meeting is held during a session).

## PERTINENT FACTS

A **main motion** brings business before the assembly.

A **subsidiary motion** assists the assembly in treating or disposing of a main motion and sometimes of other motions.

A **privileged motion** deals with special matters of immediate importance. It does not relate to the pending business.

An **incidental motion** is related to the parliamentary situation in such a way that it must be decided before business can proceed.

## FORMS OF VOTING

A **voice vote** is the most commonly used form of voting.

A **rising vote** is the normal method of voting on motions requiring a two-thirds vote for adoption. It is also used to verify a voice vote or a vote by show of hands. The chair can order a rising vote or a single member can call for a division of the assembly.

A **show of hands** is an alternative for a voice vote, sometimes used in small boards, committees, or very small assemblies or for a rising vote in very small assemblies if no member objects.

A **count** can be ordered by the chair or by a majority vote of the assembly.

**General consent** is a vote of silent agreement without a single objection.

A **ballot** or **roll call** vote can be ordered by a majority.

Rulings of the chair can be appealed.

## BASIC PARLIAMENTARY INFORMATION

Prepared by the Education Committee  
National Association of Parliamentarians®  
213 South Main Street, Independence, MO 64050-3850  
(816) 833-3392



Based on *Robert's Rules of Order Newly Revised*, 1990 Edition

## RANKING MOTIONS

Motions are listed in the order of their precedence, with the highest ranking at the top. After a motion has been stated by the chair, higher ranking motions are in order but not lower ranking motions, except that Amend and Previous Question can be applied to amendable and/or debatable motions of higher rank than themselves.

	Interrupt	Second	Debate	Amend	Vote	Reconsider
--	-----------	--------	--------	-------	------	------------

## PRIVILEGED MOTIONS

	I	S	A	M	R	
# Fix the time to Which to Adjourn		S		A	M	R
* Adjourn		S			M	
# Recess		S		A	M	
Raise a Question of Privilege	I				+	
Call for the Orders of the Day	I				+	

## SUBSIDIARY MOTIONS

	I	S	D	A	M	R
Lay on the Table		S			M	
Previous Question (close debate)		S			2/3	R
# Limit or Extend Limits of Debate		S		A	2/3	R
# Postpone to a Certain Time (or Definitely)		S	D	A	M	R
# Commit or Refer		S	D	A	M	R
# Amend		S	D*	A*	M	R
# Postpone Indefinitely		S	D		M	R*

MAIN MOTION	I	S	D	A	M	R
-------------	---	---	---	---	---	---

## MEANING OF SYMBOLS

- A — Can be amended.
- D — Is debatable.
- I — Is in order when another has the floor.
- M — Requires a majority vote (i.e., more than half the votes cast).
- R — The vote on this motion may be reconsidered.
- S — Requires a second.
- 2/3 — Requires a 2/3 vote (i.e., at least twice as many in the affirmative as in the negative.)
- + — Usually no vote is taken. The chair decides.
- # — A main motion when no other motion is pending.
- — No vote is taken. The chair responds.
- \* — See *Robert's Rules of Order Newly Revised*, 1990 edition, for specific rule. Consult index and tinted pages for further information and page references.

## PROCEDURE FOR HANDLING A MAIN MOTION

- I. Obtaining and assigning the floor
  - A. Member rises and addresses chair.
  - B. Chair recognizes member.
- II. How the motion is brought before the assembly
  - A. Member makes motion.
  - B. Another member seconds motion.
  - C. Chair states motion.
- III. Consideration of the motion
  - A. Members debate motion.
  - B. Chair puts question and members vote.
  - C. Chair announces result of vote.

See next page for sample dialogue of proper procedure.

## PROCESSES OF AMENDING

1. To **insert** or to **add** (a word, consecutive words, or a paragraph)
2. To **strike out** (a word, consecutive words, or a paragraph)
3. To **strike out and insert** (which applies to words) or to **substitute** (which is not applied to anything less than a complete paragraph of one or more sentences)

© — 1993 All rights reserved  
First Edition 1980  
Second Edition 1983

## PROCEDURE FOR HANDLING A MAIN MOTION

- I. Obtaining and assigning the floor
  - A. A member rises when no one else has the floor and addresses the chair: "Mr./Madam President," "Mr./Madam Chairman," or by other proper title.
    1. In a large assembly, the member gives his name and identification.
    2. The member remains standing and awaits recognition by the chair.
  - B. The chair recognizes the member by announcing his name or title, or in a small assembly, by nodding to him.
- II. How the motion is brought before the assembly
  - A. The member makes the motion: "I move that (or "to") . . ." and resumes his seat.
  - B. Another member, without rising, seconds the motion: "I second the motion" or "I second it" or, even, "Second."
  - C. The chair states the question on the motion: "It is moved and seconded that (or "to") . . . Are you ready for the question?"
- III. Consideration of the motion
  - A. Members can debate the motion.
    1. Before speaking in debate, members obtain the floor as in I above.
    2. The maker of the motion has first right to the floor if he claims it promptly.
    3. All remarks must be addressed to the chair.
    4. Debate must be confined to the merits of the motion.
    5. Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.
  - B. The chair puts the question (puts it to vote).
    1. The chair asks: "Are you ready for the question?" If no one then rises to claim the floor, the chair proceeds to put the question.
    2. The chair says: "The question is on the adoption of the motion that (or "to") . . . As many as are in favor, say 'Aye'. (Pause for response) Those opposed, say 'No'." (Pause for response)
  - C. The chair announces the result of the vote.
    1. "The ayes have it, the motion is adopted, and . . . (indicating the effect of the vote or ordering its execution)." (or)
    2. "The noes have it and the motion is lost."

## THE CHAIR AND A SAMPLE ORDER OF BUSINESS

### Call to Order

The presiding officer, after determining that a quorum is present, rises, waits or signals for quiet, and says, "The meeting will come to order."

### Opening Ceremonies (religious, patriotic, ritualistic, etc. — optional)

"Please rise and remain standing for the invocation, which will be given by . . . and the Pledge of Allegiance to the Flag of the United States of America, which will be led by . . ." (If given, the invocation, the national anthem, and the Pledge of Allegiance to the Flag of the United States of America are given in that order.)

### Roll Call (if customary)

"The Secretary will call the roll of officers (or "will call the roll")."

### Reading and Approval of Minutes

"The Secretary will read the minutes." (The presiding officer sits down.)

Except in the smallest of meetings, the secretary stands to read the minutes.

"Are there any corrections to the minutes?" (Pause)

"If there are no corrections, the minutes stand (or "are") approved as read."

With corrections: "If there is no objection, the Secretary will make the correction(s) . . ."

If there are no further corrections, the minutes stand (or "are") approved as corrected."

### Reports of Officers, Boards, and Standing Committees

"The next business in order is hearing reports of the officers, boards, and standing committees."

Officers and standing committees are called on in the order they are listed in the bylaws. The chair usually calls on only those who have reports to make.

In calling on the secretary: "Is there any correspondence?"

In calling on the treasurer: "May we have the Treasurer's report?"

A treasurer's report is never adopted. An auditor's report, usually made annually, is adopted.

"The question is on the adoption of the Auditor's report. As many as are in favor, say 'Aye'. Those opposed say 'No'. The ayes have it and the Auditor's report is adopted."

An officer should not move the implementation of a recommendation in his report; another member can make such a motion following the officer's report.

The secretary or other reporting member of a board and the chairman or other reporting member of a committee, "on behalf of (or "by direction of") the board (or "the committee"), moves the adoption of the necessary motion to implement any recommendations the board or committee makes.

A motion arising out of an officer's, board's, or committee's report is taken up immediately.

**Reports of Special Committees** (announced only if there are such committees prepared or instructed to report)

"The next business in order is hearing reports of special committees. The committee appointed to . . . will now report."

Special committees are called on in the order in which they were appointed.

The reporting member (usually the chairman), "on behalf of (or "by direction of") the committee," moves the adoption of motions or resolutions in the report.

**Special Orders** (announced only if there are such items)

Unfinished special orders from the previous meeting and items made special orders for this meeting and not set for specific hours are taken up under this heading. Matters set by the bylaws for a particular meeting may be taken up.

"The next business in order is the consideration of special orders. At the previous meeting, the motion relating to . . . was postponed to this meeting and made a special order. The question is on the motion that . . . Are you ready for the question?"

"The Secretary will read from the bylaws Article \_\_\_\_\_ Section \_\_\_\_\_ concerning the election of a Nominating Committee."

**Unfinished Business and General Orders** (announced only if there are such items.)

Any questions previously introduced and not finished or any postponed to the present meeting are under this heading.

"Under *Unfinished Business and General Orders*, the first item of business is the motion relating to . . . that was pending when the previous meeting adjourned. The question is on the adoption of the motion that . . . Are you ready for the question?"

"The next item of business is the motion relating to . . . that was postponed to this meeting. The question is on the adoption of the motion that . . . Are you ready for the question?"

### New Business

"Is there any new business?"

"Is there any further new business?"

### Announcements

"The chair has the following announcements . . . Are there other announcements?"

### Program

The chair does not "turn the meeting over" but announces "The Program Committee will now present the program" or ". . . will introduce our speaker."

### Adjournment

"Is there any further business? (Pause) Since there is no further business, the meeting is adjourned." (or)

"A motion to adjourn is in order."

In announcing an affirmative vote: "The ayes seem to have it. (Pause) The ayes have it and the meeting is adjourned." (A single rap of the gavel may be used.)

## Chart of Parliamentary Motions

Motion	Requires Second	Debatable	Amendable	Vote Required
<b><i>PRIVILEGED MOTIONS</i></b>				
14. Fix Time to Which to Adjourn	Yes	No	Yes	Majority
13. Adjourn	Yes	No	No	Majority
12. Recess	Yes	No	Yes	Majority
11. Raise a Question of Privilege	No	No	No	None
10. Call for the Orders of the Day	No	No	No	None
<b><i>SUBSIDIARY MOTIONS</i></b>				
9. Lay on the Table	Yes	No	No	Majority
8. Call for the Previous Question	Yes	No	No	2/3
7. Limit or Extend Limits of Debate	Yes	No	Yes	2/3
6. Postpone Definitely	Yes	Yes	Yes	Majority
5. Refer to Committee	Yes	Yes	Yes	Majority
4. Amend the Amendment	Yes	Yes	No	Majority
3. Amend or Substitute	Yes	Yes	Yes	Majority
2. Postpone Indefinitely	Yes	Yes	No	Majority
<b><i>MAIN MOTIONS</i></b>				
1. Original				
Main Motion (Resolution)	Yes	Yes	Yes	Majority
Bring a Question Again				
Reconsider	Yes	Yes	No	Majority
Take From the Table	Yes	No	No	Majority
Rescind	Yes	Yes	Yes	Majority with notice
<b><i>INCIDENTAL MOTIONS</i></b>				
<b>NO ORDER OF PRECEDENCE</b>				
Parliamentary Inquiry	No	No	No	None
Point of Information	No	No	No	None
Point of Order	No	No	No	None
Division of Assembly	No	No	No	None
Appeal from Decision of the Chair	Yes	Yes	No	Majority
Modify or Withdraw a Motion	No	No	No	Majority
Divide a Motion	Yes	No	Yes	Majority
Create a Blank	Yes	No	No	Majority
Suspend the Rules	Yes	No	No	2/3
Object to Consideration	No	No	No	2/3

## Simplified Chart of Parliamentary Motions

Motion	Debatable	Amendable	Vote Required
8. Adjourn	No	No	Majority
7. Recess	No	Yes	Majority
6. Close Debate	No	No	2/3
5. Postpone Definitely	Yes	Yes	Majority
4. Refer to Committee	Yes	Yes	Majority
3. Amend the Amendment	Yes	No	Majority
2. Amend or Substitute	Yes	Yes	Majority
1. Main Motion (Resolution)	Yes	Yes	Majority
Reconsider	Yes	No	Majority
Rescind	Yes	Yes	Majority

### Motions Dealing with the General Conduct of the Meeting No Order of Precedence

Parliamentary Inquiry	No	No	None
Point of Order	No	No	None
Division of the Assembly	No	No	None
Appeal from the Decision of Chair	Yes	No	None
Withdraw or Modify a Motion	No	No	Majority
Divide the Motion	No	Yes	Majority
Suspend the Rules	No	No	2/3

Illinois Association of Park Districts  
 211 East Monroe  
 Springfield, IL 62701  
 217-523-4554

**QUESTIONS FREQUENTLY ASKED:**

1. May the chair make a motion? yes, the chair of a small board may make a motion.
2. May the maker of a motion vote against his or her motion? **yes.**
3. Must the seconder be in favor of the motion? **no,** a second merely means that the seconder thinks that the motion is worth talking about.
4. If the main motion to postpone indefinitely is adopted, for how long is the main motion dead?  
**The main motion is dead for the duration of the meeting at which it is killed. It can be made again at the next meeting.**

**THE EXCEPTION:** IS THAT IF A MEMBER VOTED WITH THE MAJORITY TO KILL THE MAIN MOTION, HE OR SHE COULD, "MOVE TO RECONSIDER" THE VOTE ON THE MOTION TO POSTPONE INDEFINITELY.

**PERTINENT FACTS:**

1. A **main motion** brings business before the assembly.
2. A **subsidiary motion** assists the assembly in treating or disposing of a main motion and sometimes of other motions.
3. A **privileged motion** deals with special matters of immediate importance. It does not relate to the pending business.
4. An **incidental motion** is related to the parliamentary situation in such a way that it must be decided before business can proceed.
5. There are **13 incidental motions, 4 of them can bring a question before the assembly.**
6. A motion made in any structure, the presiding officer may guide the proper motion form.
7. **A majority vote is more than half. A 2/3rds vote takes away the right of the member, such as: Previous Question (it closes debate) and the motion to limit or extend limits of debate. Both need a 2/3rds vote to pass.**

Phyllis Cossarek,  
708-256-1177

## LET'S REVIEW MOTIONS TO MEET SPECIFIC NEEDS

1. To change some details of the motion - move to amend, needs a second, is debatable, majority vote to pass.
2. More information needed - postpone indefinitely or move for recess.
3. Wish to delay action on a motion until later - move to postpone to a certain time.
4. Wish to set a limit on the discussion - move to limit debate, needs a 2/3rds vote. (Takes away the right of the member.)
5. Want to call for a vote - call for the question, stops debate, needs a second, 2/3rds vote. (again it takes away the right of the member to debate.)
6. Not satisfied with the vote should vote again - call for division.
7. Want a break in the session - move to recess.
8. Time limit for meeting is about up but business not finished - must act on a matter soon - move to fix the time to which to adjourn or move to extend the meeting to a fixed time.
9. Order of business not being followed - call for the orders of the day. Remember,

Chair should make agenda changes immediately following the call to order.

10. Too much talking out of turn, confusion - move point of privilege.

11. Don't understand what's going on - move point of information.

12. Wish agenda order changed to allow a committee report earlier - move to suspend the rule..

13. Wish to discuss a motion already acted upon - move to reconsider, if you voted on the prevailing side.

14. Want to act on issues at a specific time next meeting - move to postpone definitely and make it a special order. It would then be brought up after the approval of the minutes.

15. Not agree with chair's ruling on a question - appeal from the decision of the chair.

16. Think the meeting should end - move to adjourn, needs a second and majority vote.

**CALL FOR THE QUESTION:  
OR PREVIOUS QUESTION**

Remember these are motions, they need a second and 2/3rds vote to pass (because it stops debate.) a good suggestion is for the presiding officer to state the motion, in this way, **THOSE IN FAVOR OF CLOSING DEBATE SAY, "YES" THOSE OPPOSED IN CLOSING DEBATE, SAY, "NO"**. by simply replacing the words to closing debate, eliminates any chance of confusion.

a motion such as: **"I CALL FOR THE QUESTION, OR I MOVE WE VOTE NOW"** are non-standard forms and the chair may recognize these motions in the non standard form, AS I STATED BEDSORE THE CHAIR MAY GUIDE THE FORM OF A MOTION, BUT REMEMBER; TO CALL FOR THE VOTE NOW, IS CONSIDERED A MOTION AND NEEDS A SECOND AND A 2/3rds VOTE TO PASS. IT TAKES AWAY THE RIGHT OF THE MEMBER. YOU MAY STOP DEBATE ON THE MAIN MOTION AND ALL OTHER MOTIONS SUCH AS THE AMENDMENT TO THE AMENDMENT.

**RECONSIDER:**

THIS MOTION PROVIDES A MEANS OF CORRECTING HASTY, MISTAKEN, OR ILL ADVISED ACTION OR A WAY OF TAKING INTO ACCOUNT NEW INFORMATION.

THE MOTION TO RECONSIDER CAN BE MADE **ONLY** BY A MEMBER WHO VOTED ON THE PREVAILING SIDE. IF A MEMBER ABSTAINS HE OR SHE MAY NOT THEN MOVE TO RECONSIDER. **THIS MOTION needs a second and a majority vote to pass.**

**LAY ON THE TABLE :**

LAY ON THE TABLE HAS BEEN GIVEN ITS HIGH RANK AMONG OTHER MOTIONS SO THAT IT CAN BE READILY ACCESSIBLE FOR ASSISTANCE IN THE HANDLING OF MATTERS OF URGENCY, **IT IS OUT OF ORDER WHEN CAUSING A MOTION TO DIE WITHOUT ALLOWING A VOTE .**

THE MOTION TO LAY ON THE TABLE IS **NOT** DEBATABLE, REQUIRES A SECOND AND REQUIRES A MAJORITY VOTE. SINCE IT HAS HIGH PRECEDENCE, COMMISSIONERS ARE TOO OFTEN TEMPTED TO USE THIS MOTION TO KILL THE MAIN MOTION.

IF YOU WISH TO SUPPRESS ACTION ON A MAIN MOTION, **THEN MOVE TO POSTPONE INDEFINITELY .** WHICH IS DEBATABLE. IMPROPER USE OF THE MOTION TO LAY ON THE TABLE, ALLOWS TYRANNY OF THE MAJORITY, THERE IS NOTHING WRONG WITH MAJORITY RULE AS LONG AS IT INCLUDES THE RIGHT OF THE MINORITY TO SPEAK.

**POINT TO REMEMBER :**

**BEFORE** A MOTION HAS BEEN STATED BY THE CHAIR, IT CAN BE WITHDRAWN OR MODIFIED BY THE MAKER, **BUT AFTER** BEING STATED BY THE CHAIR, IT CAN BE WITHDRAWN OR MODIFIED **ONLY** BY GENERAL CONSENT OR A MAJORITY VOTE.

Phyllis Cossarek  
708-256-1177

*National Recreation and Park Association  
Citizen - Board Member Branch*

# CODE OF ETHICS

## PARK & RECREATION BOARD MEMBERS

*As a Park and Recreation Board member, representing all of the residents, I recognize that:*

- 1. I have been entrusted to provide park and recreation services to my community.*
- 2. These services should be available to all residents regardless of age, sex, race, religion, national origin, physical or mental limitation.*
- 3. While honest differences of opinion may develop, I will work harmoniously with other Board members to assure residents the services they require.*
- 4. I will invite all residents to express their opinions so I may be properly informed prior to making my decisions. I will make them based solely upon the facts available to me. I will support the final decision of the Board.*
- 5. I must devote the time, study and thought necessary to carry out my duties.*
- 6. The Board members establish the policy and the staff is responsible for administering the policies of the Board.*
- 7. I have no authority outside of the proper meetings of the Board.*
- 8. All Board meetings should be open to the public except as provided by law.*

**AN ORDINANCE IMPLEMENTING THE PROVISIONS OF THE  
STATE OFFICIALS AND EMPLOYEES ETHICS ACT (5 ILCS 430/1-1 ET SEQ.)  
FOR THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS**

**WHEREAS**, the Illinois General Assembly has enacted the State Officials and Employees Ethics Act, 5 ILCS 430/1-1 et seq., ("Act") which is a comprehensive revision of the state statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by state officials and the employees; and

**WHEREAS**, pursuant to Section 70-5 of the Act (5 ILCS 430/70-5), all units of local government and school districts are required to adopt an ordinance or resolution regulating the political activities of, and the solicitation and acceptance of gifts by, their respective officers and employees, "in a manner no less restrictive" than the provisions of the Act, on or before May 19, 2004; and

**WHEREAS**, the Hoffman Estates Park District desires to come into compliance with the provisions of the Act.

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

**SECTION 1:**

- A. The regulations of Sections 5-15 (5 ILCS 430/5-15) and Article 10 (5/ILCS 430/10-10 through 10-40) of the State Officials and Employees Ethics Act, 5 ILCS 430/1-1 et seq., (hereinafter referred to as the "Act" in this Section) are hereby adopted by reference and made applicable to the officers and employees of this governmental entity to the extent required by 5 ILCS 430/70-5.
- B. The solicitation or acceptance of gifts prohibited to be solicited or accepted under the Act, by any officer or any employee is hereby prohibited.
- C. The offering or making of gifts prohibited to be offered or made to an officer or employee is hereby prohibited.
- D. The participation in political activities prohibited under the Act, by any officer or employee is hereby prohibited.
- E. For purposes of this Section, the terms "officer" and "employee" shall be defined as set forth in 5 ILCS 430/70-5(c).

## 4. Understanding and Avoiding Conflicts of Interest

BY ROBERT K. BUSH

*All newly-elected public officials should familiarize themselves with the rules governing conflicts of interest. Some of those rules may be a surprise.*

Subject to certain limited exceptions, state statute generally prohibits a public official from doing business, in his or her private capacity, with the public body for which he or she serves as an officer. Any aspiring or current public official who may have a commercial connection to his or her government should thoroughly examine that connection and the applicability of Illinois' conflict of interest statutes to actions of public officials. A violation of the prohibitions against having an "interest" in contracts of the public body could result in conviction for a Class 4 felony and loss of office.

Several statutes are relevant to this issue. Article 3 of the Public Officer Prohibited Activities Act ("Act"), 50 ILCS 105/3, applies to all elected and appointed state and local government officers, and is the most restrictive of the conflict statutes. It provides that no such officer "may be in any manner financially interested, either directly or indirectly, in his own name or in the name of any other person, association, trust or corporation, in any contract or the performance of any work in the making or letting of which such officer may be called upon to act or vote." Other statutes apply to specific types of local governments. These statutes usually use language similar to that used in the Public Officer Prohibited Activities Act, although they may ex-

empt appointed officers serving on advisory boards of governing bodies from the application of the statute. Article 3.1-55-10 of the Illinois Municipal Code, 65 ILCS 5/3.1-55-10, applies to the officers of most villages and cities in Illinois. Article 10-9 of the Illinois School Code, 105 ILCS 5/10-9, applies to school board members. Article 4-1a of the Park District Code specifically incorporates by reference the Public Officer Prohibited Activities Act into the Park District Code. Although the language used in each of these statutes varies slightly from one to the other, the general concepts employed are quite similar. In each instance where a statute is specific to a type of government, officials should compare that statute to the Act to determine which provisions may apply.

These statutes generally provide that such officers shall not be "financially interested directly or indirectly" in any contract, work, or business of the government. Exceptions exist, but they are rare. The question of what constitutes a direct or indirect financial interest in such contract, work, or business has proven to be a knotty one. It is clear that if the public official is an owner, officer, director, or employee of a company contracting with that official's government, the officer is so interested. Even if the business with which the public official is affiliated is one or more steps

removed from the contract or work, the official should be careful to have such commercial activity reviewed by legal counsel.

The statutes prohibit both direct financial interests in one's own name and indirect financial interests in the name of another. If the public official, or his or her company, is to serve as a subcontractor to a business contracting with the public entity, the public official may be deemed to be interested in that contract, especially if the general contractor has chosen the subcontractor prior to the date of the award. If a public official is aware that any public money from his or her government will be flowing, directly or indirectly, to the public official or his or her company, that situation should be analyzed. It is not, however, improper for an elected official to do business with people who also do business with a government if there is no relationship between that transaction and the government. If the rule were otherwise, no local businessmen could serve in a local elected office.

A violation of these statutes does not require a showing of bad faith by the public official. Many people wrongly assume that a conflict of interest occurs only if the public official "takes advantage" of his or her position to achieve unfair or unreasonable profits. The statutes are broadly worded and are designed to prohibit any such business dealings between public officials and the governmental bodies for which they serve, as well as to eliminate any temptation and any appearance of impropriety. Thus, a public official could suffer a loss on the contract but still violate the statute. It is also important

## Articles

### Conflicts of Interest, cont'd.

to know that these prohibitions generally cannot be avoided by the officer's abstention from deliberations and voting on the particular contract, business, or sale, and could require resignation from office. Moreover, a violation could also result in a voiding of the contract.

There are, however, several exceptions to the general prohibition in the relevant statutes. These exceptions

and if the total of contracts awarded to that firm for the fiscal year is less than or equal to \$4,000. This exception applies only to small contracts based solely on the amounts involved. These same restricted exceptions are found in the Public Officer Prohibited Activities Act, but the specific rules regarding other governmental bodies may not even allow for these exceptions. The rules governing conflicts of interest are

*Many people wrongly assume that a conflict of interest occurs only if the public official "takes advantage" of his or her position to achieve unfair or unreasonable profits*

apply when certain criteria are satisfied which relate to the extent of ownership by the public official in the commercial enterprise, the size of the contract involved, and the nature of the services provided. All such exceptions require that the official publicly disclose his or her interest in the contract, refrain from participating in the deliberations on the contract, and abstain from voting on the contract. The exceptions also require that the contract or other work be approved by a majority vote of the governing body.

For example, the prohibition does not apply if the mayor, president, trustee or alderman of a municipality has less than a 7½ % share in the ownership of the firm, partnership, corporation, or other business entity; if the contract is for no more than \$1,500; and if the total of contracts awarded to that firm is less than or equal to \$25,000 for that fiscal year. A similar exception applies, independent of the percentage of ownership by the public official, if the contract does not exceed \$2,000

not always easily interpreted and the violations have serious consequences. Newly-elected public officials will thus be well served if they familiarize themselves as soon as possible with such rules. When in doubt, ask. When really in doubt, refrain.

## 5. The Gift Ban Act and Prohibited Political Activities

BY STEWART H. DIAMOND

Over the past several years, State government has been rocked by many charges of ethical and financial irregularities. As sometimes happens in these situations, the State Legislature decides to pass a law governing morality. The typical way in which the Legislature has gone about this process is to pass a statute which is designed to specifically relate to State elected and appointed officials and employees. Then, almost as an afterthought, the Legislature, without noticing that there has been very little corruption among local officials, decided that the law needs to be extended to units of local government and school districts. In 1999, the Legislature passed a Gift Ban Act, which seemed to favor aficionados of golf or tennis because gifts associated with those specific sports were exempt under the Act. Polo and croquette were not mentioned.

Very shortly after that act was passed, two officials filed a lawsuit seeking to declare the Act unconstitutional on a variety of grounds. The trial court judge agreed and several years of additional litigation ensued, after which the Illinois Supreme Court, in an act which will not go down in the annals of judicial courage, decided not to rule on the issue, saying that the plaintiffs had brought their case prematurely. Acting with almost reckless abandon, the Legislature passed two statutes. These laws, still in force, established new standards for the type and amount of gifts, which may be accepted by public officials. The Legislature required all governmental bodies to pass ordinances about ethics which were at least as strict as the standards contained within the State statutes. The

law is found at 5 ILCS 430/1-1, et seq., which is known as the State Officials and Employees Ethics Act.

The gift ban law begins by banning the intention, solicitation or acceptance of any gift from a "prohibited source" or a gift found to be in violation of any Federal or State statute, rule or regulation. Note that the law can be violated both by the offer of the banned gift and its acceptance. The ban applies to and includes the spouse of and any immediate family member living with the public officer or employee. An officer is defined as an elected or appointed official regardless of whether the official is compensated. An employee is

defined as a full-time, part-time or contractual employee. 5 ILCS 430/70-5.

Once it got started legislating gift giving or regulating righteousness the Legislature continued, by passing an ethics act which restricts the use of governmental funds and facilities for political purposes. In addition, under a series of cases over the last 20 years in Federal court, you should know that employees of your government, even without other contract or tenure rights, cannot be discharged or demoted because of their political views. There are exceptions for high-level policy-making employees. Before firing someone with whom you publicly disagree, talk to your lawyer. This presentation is in a question and answer format.

### Gift Ban Act

Since this pamphlet is directed at newly-elected officials, you have just passed through a period where many of the ethics rules have not yet applied to you. Upon your taking office, the law applies to you.

*What constitutes a "gift" under this law?*

A gift from a prohibited source means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to govern-

*The ban applies to and includes the spouse of and any immediate family member living with the public officer or employee.*

ment employment or official position of a Board member or employee. For a list of the many exceptions to the Act definition, see below.

*What is a "prohibited source"?*

Under 5 ILCS 430/1-5, a "prohibited source" means any person or entity who:



## Articles

### The Gift Ban Act, cont'd.

1. Is seeking official action by the officer or, in the case of an employee, by the employee or officer or another employee directing that employee;

2. Does business or seeks to do business with the official, or, in the case of an employee, with the employee or an official or another employee directing that employee;

3. Conducts activities regulated by the official or, in the case of an employee, by the employee or by an official or another employee directing that employee; or

4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the official or employee.

5. Is required to be registered under the Lobbyist Registration Act, and

6. Is an agent or spouse of an immediate family member who is living with a prohibited source.

*What does not constitute a gift under this law? (Note: Each of the following items is mutually exclusive and independent of one another.)*

1. Opportunities, benefits, and services that are available on the same conditions as for the general public. So a discount offered only to public officials is banned.

2. Anything for which the officer or employee, or his or her spouse or immediate family member, pays the fair market value.

3. Any contribution that is lawfully made under the Election Code, or activities associated with a fund-raising event in support of a political organization or candidate.

4. Educational materials and missions.

5. Travel expenses for a meeting to discuss business.

6. A gift from a large number of specifically listed relatives.

7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship.

8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are:

a. Consumed on the premises from which they were purchased or prepared or catered;

b. "Catered" means food or refreshments that are purchased ready to consume which are delivered by any means.

9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee), if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee, and are customarily provided to others in similar circumstances.

10. Intra-governmental and intergovernmental gifts. "Intra-governmental gift" means any gift given to an officer or employee from another officer or employee, and "inter-governmental gift" means any gift given to an officer or employee by an officer or employee of another governmental entity.

11. Bequests, inheritances, and other transfers at death.

12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

*What can officers or employees do*

*if they receive gifts that are prohibited under this law?*

If an officer or employee receives a gift that would be prohibited under these laws, the officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501(c)(3) of the Internal Revenue Code.

#### **Prohibited Political Activity**

*What is a "prohibited political activity"?*

The following constitute prohibited political activities:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.

2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment tickets for any political fundraiser, political meeting, or other political event.

3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.

4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or against any referendum question.

5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any

**The Gift Ban Act, cont'd.**

referendum question.

6. Assisting at the polls on election day on behalf of any political organization or candidate for elective office or for or against any referendum question.

7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.

*The law does not prohibit people from engaging in political activity voluntarily off duty, without governmental compensation.*

8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.

9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.

10. Preparing or reviewing the responses to candidate questionnaires.

11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.

12. Campaigning for any elective office or for or against any referendum question.

13. Managing or working on a campaign for elective office or for or against any referendum question.

14. Serving as a delegate, alternate, or proxy to a political party convention.

5. Participating in any recount or challenge to the outcome of any election.

*What does this law prohibit?*

This law prohibits officers and employees of governmental entities from intentionally performing any prohibited political activity on “compensated time” and from intentionally misappropriating any governmental property or resources by engaging in any prohibited political activity for the benefit of any campaign for elective office or any political organization. The law prohibits

requiring these acts or offering benefits for performing them. The law does not prohibit people from engaging in political activity voluntarily off duty, without governmental compensation.

*What is “compensated time”?*

The statute defines “compensated time” as any time worked by or credited to an employee that counts toward any minimum work time requirement imposed as a condition of employment, but does not include any designated holiday or any period when the employee is on a leave of absence.

*Does “compensated time” include vacation, personal, or compensatory time off?*

No. If an employee wants to voluntarily engage in political activities while on vacation, personal or compensatory time off, he or she may do so.

*How is the ethics law to be enforced?*

The State law mandates the Attorney General to prepare a sample ordinance for local governmental bodies. She has done so. That sample ordinance recommends the establishment of additional

bureaucratic positions where none is required, and seems to force some governments into seeking penalties for violations of the Acts which probably exceed their powers.

One part of the ordinance suggested by the Attorney General requires each governmental body in the State to appoint an Ethics Advisor. While it is beneficial for governmental officials to understand the provisions of the Act, there are clearly better ways to accomplish it than by creating thousands of ethical “personal trainers.” In addition, governments are given the right to establish Ethics Commissions, which use an administrative method of processing citizen complaints instead of the traditional method of circuit court prosecutions for ordinance violations. For some governments, the creation of an Ethics Commission and the appointment of an Ethics Advisor may be desirable.

In particular, the Ethics Commission is given the ability to evaluate citizen complaints and to make an initial determination as to whether the local Ethics Ordinance has been violated. If so, the Commission can proceed with hearings to administratively adjudicate those complaints. For some governmental bodies, where many complaints are likely to be filed, this administrative process may well protect all parties through the use of a more subtle tool than prosecution. One might argue that the Ethics Commission, which is to evaluate complaints before deciding to proceed with a hearing, is best able to turn down frivolous complaints. On the other hand, local prosecutors themselves, whose decisions are subject to public scrutiny, are not likely to bring cases which they do not think that they can win.

ANCEL GLINK recommends that,

## Articles

### The Gift Ban Act, cont'd.

except for a small number of governmental bodies, the preferred enforcement method is to at least begin by using the old-fashioned method of ordinance violations to deal with these problems. State law simply does not require the appointment of an Ethics Advisor, or the creation of an Ethics Commission. In most cases, we would recommend letting other governmental bodies experiment with these "courts in waiting" rather than establish them almost as a self-fulfilling prophecy to encourage complaints from disgruntled citizens.

We suspect that, for most governmental bodies, the Ethics Commission could sit around and share offices with the Maytag repairman. That is not to say that all officials of governments are entirely ethical or will follow the rules set out in the new legislation. Rather, it is to say that a well-documented violation of the law will likely be treated more fairly, more economically, and more quickly by a prosecutor than by a newly-formed, inexperienced, and perhaps not politically independent Ethics Commission.

The basic structure of both the gift ban and ethics enactments is like the Golden Rule. Governmental officers and employees should not be forced to do unwanted political work in return for his or her jobs. Public officials should not accept gifts in types and amounts which will improperly influence their decisions. Unfortunately, the Legislators have used thousands of words to implement these two concepts.

Most governmental officials have spent their full careers in complete compliance with each of these rules. For many of these officials, their adherence to the rules may have been assisted by the fact that they were never tempted. Other officials simply said

"no" when efforts were made to force them to do political patronage work, or said "no" when they were offered more than the most ordinary non-corrupting gifts. It is true that for some political organizations, the rules on limiting political activities may come as something of a shock. Other officials may find their visits to fancy-named golf courses limited to the miniature kind. But from our perspective, the education of our officers and employees to these rules does not require the creation of a totally new bureaucracy. In our view, compliance can be achieved if the enforcement authority is a municipal prosecutor at the County State's Attorney's office free to take proper cases into the quasi-criminal justice system. For governments without a prosecutor, one can be appointed or the State's Attorney may be asked to prosecute.



# BRANCHING OUT



A Publication of the NRPA  
Citizen-Board Member Branch

1285 PARKER RD., SE • CONYERS, GA 30207-5957

## Ten Principles For Board Members

By Dr. Ted Flickinger, CAE, Executive Director,  
Illinois Association of Park Districts

- I. **Thou shalt not be a board member of one** - Power resides with the board as a whole, not with you as an individual. You need both a quorum and a majority to implement your ideas.
- II. **Thou shalt not spend time counting paper clips** - Your time is too valuable to be wasted on minutiae. Your motto should be, "Let the Chief Executive do the driving and leave the policy making to us."
- III. **Thou shalt not covet thy neighbor's tax rate** - Make sure sound cost analysis and good business practices are applied in the operation of the agency. Concentrate on providing the best services your community can support.
- IV. **Thou shalt not be intimidated by pressure groups** - Listen to the suggestions of various community organizations, but be beholden to no group. Use your own best judgement in casting votes.
- V. **Thou shalt not lose thy cool in public** - Sweet-looking mothers will occasionally insult both your intelligence and your ancestry; men who usually act politely will question your patriotism; the press may accuse you of possible organized crime affiliations. So, re-read the Book of Job to learn patience.
- VI. **Thou shalt not be the Chief Executive** - There is nothing more devastating to staff morale than to have board members engaged in supervision - or assuming other roles that belong to professionals.
- VII. **Thou shalt become the Board of Parks and Recreation** - Keep informed about parks, recreation and conservation so you can make planning the exciting, dynamic and challenging work that it really should be.
- VIII. **Thou shalt encourage fellow board members, the Chief Executive, and the agency staff members to attend State, Regional and National meetings** Board members should encourage staff to take an active part in professional organizations, attend institutes and training courses to improve and expand professional competence. The board should be members of the Illinois Association of Park Districts and the National Recreation and Park Association, (Citizen Board Members Board), to keep in touch with new developments, legislation, issues and trends.
- IX. **Thou shalt adopt an official policy manual that ensures the employment of a competent staff, a sound division of duties and responsibilities, a fair salary schedule and satisfactory working conditions** - The board should assure the staff the same consideration with respect to working hours, sick leave, vacations, holidays, accident compensation, job security, medical and life insurance, and retirement benefits as apply to comparable staff in other organizations and the private sector.
- X. **Thou shalt arrange for a master planning program for areas and facilities, adopt a long-range program for acquisition and development of all properties and review this program annually.** Board members should make a comprehensive appraisal of the agency regularly working with the Chief Executive. The board members should develop cooperative planning and effort with other public, private, voluntary, commercial and industrial agencies concerned with recreation, parks, conservation and leisure services. Intergovernmental cooperation should be an ongoing effort.

- F. The penalties for violations of this Section shall be the same as those penalties set forth in 5 ILCS 430/50-5 for similar violations of the Act.
- G. This Section does not repeal or otherwise amend or modify any existing enactment which regulates the conduct of officers and employees. To the extent that any such existing ordinances or policies are less restrictive than this Section, however, the provisions of this Section shall prevail in accordance with the provisions of 5 ILCS 430/70-5(a).
- H. Any amendment to the Act that becomes effective after the effective date of this Section shall be incorporated into this Section by reference and shall be applicable to the solicitation, acceptance, offering and making of gifts and to prohibited political activities. However, any amendment that makes its provisions optional for adoption shall not be incorporated into this Section by reference without formal action by this governmental entity.
- I. If the Illinois Supreme Court declares the Act unconstitutional in its entirety, then this Section shall be repealed as of the date that the Illinois Supreme Court's decision becomes final and not subject to any further appeals or rehearings. This Section shall be deemed repealed without further action if the Act is found unconstitutional by the Illinois Supreme Court.
- J. If the Illinois Supreme court declares part of the Act unconstitutional but upholds the constitutionality of the remainder of the Act, or does not address the remainder of the Act, then the remainder of the Act as adopted by this Section shall remain in full force and effect; however, that part of this Section relating to the part of the Act found unconstitutional shall be deemed repealed without further action by this governmental entity.

**SECTION 2:** A violation of any provision of this Ordinance shall be punished through the bringing of a quasi-criminal judicial complaint by an attorney chosen in the manner provided by law for this governmental entity. That prosecutor shall utilize prosecutorial discretion in enforcing this Ordinance and may seek such penalties for a violation of this Ordinance as are allowed to be sought under local or state law.

**SECTION 3:** If any section, paragraph, clause, or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

**SECTION 4:** All Ordinances in conflict herewith are hereby repealed to the extent of such conflict. All previous Ordinances adopting the Gift Ban Act of its provisions are hereby repealed.

**SECTION 5:** This Ordinance shall be in full force and effect immediately as provided by law.

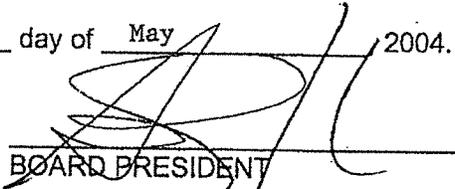
PASSED this 18th day of May 2004, pursuant to a roll call vote as follows:

AYES: 7 Bernacki, Guiney, Howell, Mohan, Rathman, Satkowski, Triphahn

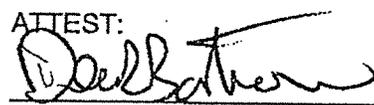
NAYS: 0

ABSENT: 0

APPROVED this 18th day of May 2004.

  
BOARD PRESIDENT

ATTEST:

  
PARK DISTRICT SECRETARY

**4.2.18 STATE OFFICIALS AND EMPLOYEES ETHICS ACT**

No officer (elected or appointed official) or employee (full-time, part-time or contractual) shall intentionally perform any prohibited political activity during any compensated time.

No officer or employee shall intentionally use any property or resource of the governmental entity in connection with any prohibited political activity.

No officer or employee shall intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).

No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

No officer or employee and their immediate family members shall accept any gift from any source that does or may do business with the district that has a cumulative value of more than \$100 in any calendar year (\$75 for food or refreshments).

**4.2.19 RECOGNITION OF PAST EMPLOYEES:**

The Board recognizes the time and effort contributed by former, full-time Hoffman Estates Park District employees who have served at least twenty-five (25) years full time by issuing an individual, lifetime membership to the Scott R. Triphahn Community Center and Ice Arena, Willow Recreation Center, Seascape Family Aquatic Center and Prairie Stone™ Sports and Wellness Center.

Board Approved – September 19, 2006

This recognition is based on an annual renewal that must be requested by the individual each year.

Past employees are responsible for any tax liability for such benefits. If the total value of such benefits exceeds \$600 in a calendar year the past employee will be issued a 1099 from the District.

**Board Approved 7/24/2012**

# 2017 Special Events

---

Jan. 21st Parent's Night Out Loc: Prairie Stone™ Sports & Wellness Center

Feb. 10th Daddy Daughter Dance Loc: Bridges of Poplar Creek

Feb. 16th Girls Night Out Foundation Event Loc: 1st Place Sports Bar

Feb. 17th Mother Son Date Night Loc: Bridges of Poplar Creek

Feb. 17th Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Feb. 18th Parent's Night Out Loc: Prairie Stone™ Sports & Wellness Center

Feb. 24th Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Mar. TBD Paint the Night Away Loc: Bridges of Poplar Creek

Mar. 3<sup>rd</sup> Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Mar. 6th Volunteer Appreciation Night at Windy City Bulls Loc: Sears Centre

Mar. 10<sup>th</sup> Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Mar. 11th Hoffman Walks Event Loc: Triphahn Center

Mar. 17th St Patrick's Day Lunch Loc: Bridges of Poplar Creek - The Tap Inn

Mar. 17th Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Mar. 18th March Madness Golf Outing Loc: Bridges of Poplar Creek

Mar. 18th Pot of Gold Climb Loc: Prairie Stone™ Sports & Wellness Center

Mar. 18th Parent's Night Out Loc: Prairie Stone™ Sports & Wellness Center

Mar. 23rd Volunteer Appreciation Night at Windy City Bulls Loc: Sears Centre

Mar. 24<sup>th</sup> Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Mar. 31st Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Apr. 7<sup>th</sup> Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Apr. 14th Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Apr. 8th Doggie Eggstravaganza Loc: Bo's Run & Freedom Run Dog Parks

Apr. 8th Hoffman Walks Event Loc: Charlemagne Park

Apr. 9th Easter Egg Slide Loc: Triphahn Center - Ice Arena

Apr. 14th Fish Fry Loc: Bridges of Poplar Creek - The Tap Inn

Apr. 15th Easter Egg Hunts Loc: Fabbrini Park, Pine Park & Cannon Crossing

Apr. 15th Aqua Egg Hunt Loc: Prairie Stone™ Sports & Wellness Center

Apr. 15th Parents' Night Out Loc: Prairie Stone™ Sports & Wellness Center

Apr. 16th Easter Brunch Loc: Bridges of Poplar Creek

May 5th Cinco de Mayo Lunch Loc: Bridges of Poplar Creek

May 6th Hoffman Walks Event for Mother's Day Loc: Fabbrini Park

May 7th Paint Your Board Event Loc: Bridges of Poplar Creek

May 13th Parents' Night Out Loc: Prairie Stone™ Sports & Wellness Center

May 14th 9 & Stein Golf Event Loc: Bridges of Poplar Creek - Golf Course

May 14th Mothers Day Skate Loc: Triphahn Center - Ice Arena

May 20th Community Garage Sale Loc: Seascape Family Aquatic Center

May 27th Seascape Opening Day Loc: Seascape Family Aquatic Center

Jun. 8th Live Music at BPC Loc: Bridges Outdoor Event Area  
Jun. 9th Friday Fundays: Ken Schultz – Juggling Loc: Vogelei Park  
Jun. 9th Flashback Movie Night Loc: Seascape Family Aquatic Center  
Jun. 10th Parents’ Night Out Loc: Prairie Stone™ Sports & Wellness Center  
Jun. 15th Summer Sounds Loc: Virginia Mary Hayter Village Green  
Jun. 17th Hoffman Walks Event for Father’s Day Loc: Victoria Park  
Jun. 18th Father’s Day Pool Party Loc: Seascape Family Aquatic Center  
Jun. 18th Free Ice Skating Loc: Triphahn Center - Ice Arena  
Jun. 21st Beach Party Loc: Seascape Family Aquatic Center  
Jun. 22nd Summer Sounds Loc: Virginia Mary Hayter Village Green  
Jun. 23rd Friday Fundays: Jeff Bibik – Magician Loc: Vogelei Park  
Jun. 24th Grand Re-Opening Loc: Triphahn Center - North Side

Jul. 3rd-7th Military Appreciation Days Loc: Seascape Family Aquatic Center  
Jul. 6th Summer Sounds Loc: Virginia Mary Hayter Village Green  
Jul. 7th Friday Fundays: Scribble Monster – Children’s Concert Loc: Vogelei Park  
Jul. 8th Hoffman Walks Event for Heroes Loc: Black Bear Park  
Jul. 12th Live Music at BPC Loc: Bridges Outdoor Event Area  
Jul. 13th Summer Sounds Loc: Virginia Mary Hayter Village Green  
Jul. 14th Flashback Movie Night Loc: Seascape Family Aquatic Center  
Jul. 15th Volunteer Event: Queen Anne’s Lace Pull Loc: at a park near you TBD  
Jul. 16th Free Ice Skating Loc: Triphahn Center - Ice Arena  
Jul. 20th Summer Sounds Loc: Virginia Mary Hayter Village Green  
Jul. 21st Friday Fundays: Carole Peterson – Children’s Concert Loc: Vogelei Park  
Jul. 27th Summer Sounds Loc: Virginia Mary Hayter Village Green

Aug. 2nd Pass Holder Appreciation Night Loc: Seascape Family Aquatic Center  
Aug. 3rd Summer Sounds Loc: Virginia Mary Hayter Village Green  
Aug. 4th Friday Fundays: Dave Rudolph 550 – Children’s Concert Loc: Vogelei Park  
Aug. 5th Hoffman Walks Event for Party in the Park Loc: Fabbrini Park  
Aug. 5th Party in the Park Loc: Fabbrini Park  
Aug. 6th Grandparents Appreciation Day Loc: Seascape Family Aquatic Center  
Aug. 7th Volunteer Appreciation Night Loc: Seascape Family Aquatic Center  
Aug. 10th Summer Sounds Loc: Virginia Mary Hayter Village Green  
Aug. 10th Live Music at BPC Loc: Bridges Outdoor Event Area  
Aug. 18th Friday Fundays: JG’s Reptile Show Loc: Vogelei Park  
Aug. 20th Free Ice Skating Loc: Triphahn Center - Ice Arena  
Aug. 30th 50+ Open House Loc: Triphahn Center - North Side

Sept.

Parent’s Night Out  
Uncorked & Untapped

Oct.

Bridges Final Challenge  
Pro-AM Scramble  
Parent’s Night Out  
Pumpkin Fest

Pumpkin Swim  
Halloween Bash  
Climbing Wall Trick or Treat

Nov.  
Turkey Shoot  
Parent's Night Out  
Tea & Holiday Vintage Market 50+ Active Adults Trip

Dec.  
Skate with Santa  
50+ Holiday Party  
Breakfast with Santa  
Winterfest  
All Aboard - Story Time Train  
Parent's Night Out  
Zoo Lights

## K. POWERS OF INDIVIDUAL MEMBERS

Unless an act is specifically delegated by the park district board, an individual board member has no power to act on behalf of or bind the board. An effort by a board member to do so may result in personal financial liability. The board is a legislative body and sets rules and policies for the efficient operation of the district. Additionally, a board member has legislative immunity only during a convened and legally called board meeting. It is the responsibility of the professional staff and district employees to carry out the policies established by the board. Unlike the mayor of a city or a village president, the president of a park district board does not possess any independent executive powers other than those granted to him or her by board action.



## Friends of HE Parks

---

PO Box 957524, Hoffman Estates, IL 60169-7524 847-885-7500

The Hoffman Estates Park District Foundation was created to enhance the quality of life for all community members by providing the best in parks, facilities and recreational opportunities. All donations to the Foundation are tax deductible as defined by Section 501(c)(3) of the Internal Revenue Code. Donations or in-kind gifts may be contributed for specific purposes or may be unrestricted to provide assistance where most needed. The Hoffman Estates Park District Foundation augments the established direction of the Hoffman Estates Park District.

Since its inception in 1999, past fundraisers have enabled the Foundation to expend over \$100,000 on the following programs:

- John Muir After School Program
- Literacy Program for Underprivileged Children
- Aid in providing park district programs and facility usage to disadvantaged families in Hoffman Estates
- Provide valuable financial assistance for specialized capital projects for the Park District to enrich the quality of parks and services for the community

### **Contributions**

The Hoffman Estates Park District Foundation accepts contributions or bequests in the form of land, property, cash and in-kind gifts. Remember all supporters will be provided a receipt to acknowledge their **tax deductible** gift.

# PDRMA

Click here: <https://www.pdrma.org/>

# NWSRA

Click here:

<http://www.nwsra.org/ns/>

## History of the Illinois Association of Park Districts

The Illinois Association of Park Districts (IAPD), headquartered in Springfield, has been serving park districts, forest preserves, conservation and recreation agencies since 1928. The IAPD is the oldest and most successful statewide association of its kind in the nation. As a grass-roots organization, IAPD's voice for parks, recreation and conservation is strong and respected throughout Illinois and the United States.

### 1928

According to the 1929 president's address of Fred J. Bohn, IAPD's second president and a park official from Chicago's River Park District, the "progressive founders" of the Illinois Association of Park Districts met each other in the halls of the State Capitol in Springfield as early as 1927. Representatives from the Small Parks Association of Cook County, established in 1922, and park officials from other counties of the state were there seeking legislation to change several laws that affect park districts. (The law enabling creation of special districts called park districts was enacted on June 24, 1895.)

Bohn says that nothing formal was done, however, until the services of A.D. McLarty, secretary of the Illinois Municipal League, were secured to organize the association in 1928. The historian for the Illinois Municipal League paints the picture of McLarty as entrepreneurial in his interest to start a separate association for park districts. Too, he says, it was difficult to do business at the State Capitol, meeting with a legislator on one day wearing a hat for city municipalities and the next wearing one for park district issues, especially when the issues conflicted.

Regardless of motive, McLarty's efforts to create a statewide organization of park district officials met with great enthusiasm from leaders of Illinois park districts. McLarty sent a questionnaire to park district officials in March 9, 1928. A summary of results from these communications was published and sent to park officials on March 30 of that year with an invitation to attend an organizational meeting May 17 and 18 in the Rose Room of the Hotel Sherman in Chicago. The State of Illinois' James R. Thompson Center now stands on the site of the Sherman Hotel, which was demolished in 1980.

This resolution approved at this meeting called for formal creation of a "Parks Organization Section" of the Illinois Municipal League, with separate officers and committees. The association operated in this way, as a section, for the first two years of its existence.

McLarty became the association's first secretary and he served continuously in this capacity until July 1, 1943, when he resigned to enter the U.S. Navy during World War II. The association's first president, Dr. Joseph Cullen Blair, was head of the University of Illinois Department of Horticulture and president of the Urbana Park District. Blair also served as IAPD's treasurer from 1931 to 1933 and maintained a so-called "fatherly interest" in the association throughout his lifetime.

The first annual conference of the newly organized statewide organization was held in Joliet and attended by 38 representatives from 16 park districts. According to a published report from the event, there was "open discussion on the problems of park districts, which brought some interesting facts" plus "valuable time for park district officials to become better acquainted and address legislation." These components—education, networking, discussions among board members and legislative updates—remain mainstays of IAPD's annual conference.

The Illinois Association of Park District gets its name with the 1930 constitution, adopted and amended on October 17, 1930, at the annual conference held in Springfield. The purpose of IAPD was stated as follows: "to serve as a mutual agency for cooperation among park districts of the State in the practical study and in the opportunity for discussion of park district problems; park policy and administration; gather and circulate information and experience on park district affairs; to secure legislation beneficial to and to oppose legislation injurious to the park districts."

### 1937

IAPD holds its first regional meeting in Oak Park on February 16, 1937, attended by officials from

25 park boards. Designed to foster networking among neighboring agencies and as a way to bring non-members into the association, these roundtables were held throughout the state. In 1977 they were called "Drive-Ins." In 1994, they became "Regional Roundtables," a term still used today.

The Illinois Park Board Bulletin is first published as the statewide newsletter for the Illinois Association of Park Districts. Previous publications were limited to reports published in the Park Board Section of the *Illinois Municipal Review* and copies of convention summaries.

#### **1941**

On July 15, 1941, the association lobbied for Senate Bill 184, which authorized park districts to levy the .05% recreation tax. It was approved by Governor Dwight Herbert Green.

For the first time, the Illinois Recreation Association or IRA (now called the Illinois Park and Recreation Association) held its annual convention at the same time and place as the IAPD with several joint sessions. It wasn't until 1960 that the two associations continuously held joint conferences.

#### **1948**

In June of 1948, the association's publication was renamed as *Illinois Parks* and resized to a smaller format. The new size was not as well accepted as anticipated, so two years later the traditional magazine size of 8 1/2 inches by 11 inches was re-instituted.

#### **1951**

On May 17, 1951, Governor Adlai Stevenson signed the historic Park Law Codification Bill, combining all the laws relating to park districts in one section of state law. The legislation was initiated six years earlier by the members of the IAPD Codification Committee. The number of IAPD member districts organized in the 55-year-period (1896 to 1950) before codification was 94; in the 37 years after codification (1951-1988), 150 districts were organized.

#### **1953**

On June 1, 1953, the association became a full-time organization with a full-time executive director, Marjorie M. Dickinson. Dickinson is recognized as giving the most continuous and valuable service to the early days of the organization. From 1928 to 1943 she served as assistant to A.D. McLarty, then as secretary of the association until October 1, 1944. She served as executive director until 1965, and was named Executive Director Emeritus upon her retirement in 1966.

#### **1954**

On September 22, 1954, the association organized its Past Presidents' Club. The group was composed of past presidents still active as park commissioners. Later, membership is extended to any interested past presidents. The club, reportedly, was not as active as it was hoped to be. A Past Presidents Breakfast has been held each year at the association's conference. Past IAPD board members now are loosely organized as the "Ambassadors Club" and serve as advisors and representatives and in new member recruitment.

#### **1957**

IAPD begins to sell exhibit space at its annual conference for park equipment, supply and service firms. At the 1957 conference, there were 18 exhibitors.

#### **1959**

Tort liability becomes one of the most frequently asked questions of IAPD members. Until the Illinois Supreme Court handed down on May 22, 1959, *Molitor vs. Kaneland Community Unit School District No. 302* (18 Ill. 2d 11), Illinois park districts are to be held immune from tort liability by the courts under the common law rule, and the courts indicated that the park district was wholly lacking in its authority to use park district funds to pay premiums on liability insurance.

#### **1960**

IAPD and IPRA hold their annual conferences jointly in Joliet and then in Springfield. In a 1962

publication of the IAPD, it was noted: "simultaneous meetings have provided more varied programs perhaps than otherwise, have broadened the attendance and given a larger field for exhibitors. Such meetings no doubt helped to support the idea of consolidation of recreation departments/commissions with park districts."

#### **1961**

Governor Otto Kerner appoints the association's legal-legislative consultant, Robert A. Stuart, to serve as a member of the Torts Law Commission, created by the 72nd General Assembly to codify and make uniform the various statutes relating to immunity of liability of the various municipalities and quasi-municipalities of the state.

Sections 5-2(a) and 5-2(b) were added to the Park District Code to permit the functions of a municipal recreation commission to be merged with and assumed by a park district.

At the 1961 annual conference, the association adopted a report on standards for professional park and recreation personnel. The study, headed by IAPD president Henry O. Gleiss, president of the Skokie Park District, was undertaken to give park and recreation boards guidance in the selection of personnel; to give colleges and universities guidance in developing curricula for better preparation of professional personnel; and to encourage men and women to seek a career in parks and recreation.

#### **1966**

IAPD holds the first annual IAPD Commissioners Seminar, a training opportunity for newly elected park officials.

#### **1970**

IAPD and IPRA agree by resolution to jointly produce the statewide bimonthly magazine, renamed *Illinois Parks & Recreation* and to jointly sponsor the annual conference. These resolutions marked the first of many formal agreements between IAPD and IPRA.

#### **1973**

Park districts receive authorization to levy a tax for joint recreational programs for the disabled and authorization to levy a tax for the organization and maintenance of a park police system.

#### **1976**

Legislation passed adding article 11.2 to the Park District Code, authorizing creation of a working cash fund and the levy of .025%.

#### **1978**

IAPD celebrates its 50th anniversary with a dinner program held at Forum 30 in Springfield. A telegram from President Jimmy Carter was read as well as a letter from Governor James R. Thompson in "appreciation for the great contribution of IAPD to the success of parks and recreation in Illinois."

The first IAPD/IPRA Legislative Golf Outing is held at Wheeling Park District's Chevy Chase Golf Course, which since has grown to host 280 golfers each year.

#### **1979**

Robert M. Artz, nationally recognized park and recreation professional and the newly hired IAPD executive director, tragically dies in a DC-10 plane crash in Chicago.

Legislation passes increasing the additional corporate tax from .05% to .25%.

#### **1980**

Ted Flickinger, Ph.D., CAE, becomes executive director of the association. Flickinger, a certified park and recreational professional, former professor of parks and recreation and park director, is the longest serving director of the association and the only state association executive.

IAPD's legal counsel Peter M. Murphy joins the association as director of governmental services. Previously he served as staff attorney for the Legislative Reference Bureau of the Illinois General

Assembly. Also a certified association executive, he begins the first annual IAPD Legal Symposium this year as well as the annual Legislative Conference and Reception.

Legislation passes increasing the non-referendum bonding ability of park districts 15%.

From 1980 to 1988 the IAPD passed more legislation than was passed in the previous 52 years of its existence.

### **1982**

Legislation passes doubling the museum tax.

The first Allan A. Weissburg "Commissioner of the Year" Award is presented to Robert Nichols of Bensenville Park District. Considered IAPD's highest honor, the award recognizes commissioner involvement on the local, state and national levels. Weissburg, a commissioner from the Skokie Park District, was the IAPD president in 1974.

### **1983**

The "Life. Be in It." campaign debuts in Illinois, stressing the importance of being active every day. June 4, 1983, was declared "Life. Be In It." Day by Governor Thompson.

### **1986**

IAPD spearheads the efforts of a number of groups to seek funding from the Build Illinois program to support grants to units of local government under the Open Space Lands Acquisition Act or OSLA (renamed OSLAD in 1989). For the fiscal year beginning July 1, 1986, \$4 million was designated for the OSLA.

Legislation passes to create the Illinois Park District Liquid Asset Fund Plus (IPDLAF+), which provides comprehensive financial services exclusively for Illinois park districts.

IAPD took a leadership role as a founding member of the Illinois Coalition on the Insurance Crisis, which resulted in passage of Senate Bill 1200 and major tort reform.

As a result of a study conducted by IAPD (in cooperation with the Illinois Department of Conservation, the University of Illinois and Illinois State University), the Governor's Conference on the Economic Significance of Recreation--the first meeting of its kind in the nation--is held in Illinois.

### **1987**

Legislation was initiated and passed doubling the Special Recreation Association (SRA) tax and removing the referendum requirement, increasing the bid limit from \$4,000 to \$19,000.

IAPD became a member of Governor Thompson's newly formed Partners in Conservation coalition, which ultimately developed into the Conservation Congress. The Department of Conservation's publication, *Outdoor Highlights*, began its presence in *Illinois Parks & Recreation* magazine as an occasional insert.

IAPD occupies its new headquarters at 211 East Monroe Street, located 100 yards from the State Capitol. Partners in Progress contributions to the building by agencies and individuals totals \$20,000, and the mortgage is paid off in three years.

### **1988**

In April the first Governor's Conference on Tourism is co-sponsored by IAPD and the Illinois Travel and Tourism Council, and Flickinger becomes president of the council to raise awareness for the tourism impact of park districts and forest preserves.

One thousand people attend the first Partners in Conservation rally held on May 18 at the State Capitol in support of OSLAD funding.

IAPD produces its grass-roots legislative advocacy video.

The awareness campaign "Fitness Is Leading the Way" begins with four teams (one running, one bicycling, one in wheelchairs and one walking) traveling 565 miles to bring the scissors and banner for the opening ceremonies at the Illinois State Fair on August 11. The campaign continues its state fair run through 1993.

#### **1989**

IAPD lobbies successfully to pass legislation for the Bicycle Path Grants program, Public Act 86-925, which creates a dedicated source of funding for acquisition and development of bike paths.

OSLAD and the Natural Areas Acquisition funds get a dedicated funding--a portion of the real estate transfer tax--through Public Act 86-925.

The statewide marketing campaign *Take Time for Fun!* debuts.

#### **1991**

IAPD publishes "The Economic Benefits of Illinois Park District Leisure Services," prepared by professors from Western Illinois University.

The Illinois Parks Association Risk Services (IPARKS) program is created as a governmental group self-insurance pool to provide park districts with an alternative to traditional property and casualty insurance coverage.

#### **1992**

Chicago Bear football great Mike Singletary becomes the Take Time for Fun! celebrity spokesperson. The campaign, developed by the IAPD/IPRA Joint Public Awareness committee, runs for several years.

IAPD creates the Director Search Program to provide cost-effective, professional and confidential assistance to park boards in their search for qualified directors.

Governor Jim Edgar sponsors the Governor's Conference on New Horizons for Conservation, Park and Recreation.

The first manual for park board leadership, *Are You on Board: A Leadership Guide for Agency Executives and Board Members*, authored by Flickinger, is published by Sagamore Publishing.

#### **1993**

IAPD and IPRA present the first Distinguished Park and Recreation Agency awards to the Arlington Heights Park District, Western Springs Recreation Department and the Woodridge Park District.

House Bill 1924 protects Illinois park districts from frivolous dissolution attempts.

Public Act 88-91 authorizes park districts to establish fees for resident and nonresident participation.

#### **1994**

Governor Edgar designates the second Saturday of the Illinois State Fair "Park District Conservation Day," to promote the positive impact of the state's park districts, forest preserves, recreation and natural resource agencies. Co-sponsored with the Illinois Department of Conservation (renamed the Department of Natural Resources in 1995) and IPRA, the event showcases park district entertainment and recreation, and environmental and wildlife displays.

Parks Day at the Capitol debuts in conjunction with the Legislative Conference, and it has grown to an event that lines the halls of the State Capitol Rotunda with park and forest preserve displays.

IAPD publishes its first Handbook on *Illinois Park District Law* and the *Park Commissioners Handbook*.

**1995**

On June 29, Governor Jim Edgar signs Public Act 89-49 creating the Conservation 2000 fund to be used to establish a comprehensive program to protect Illinois natural resources through cooperative partnerships among state government, public and private land owners.

IAPD develops its first Public Relations Committee to emphasize public relations in parks and recreation and begins a series of media relations workshops.

On March 23, IAPD presents with the Illinois Department on Aging (IDOA) the first Leisure and Aging Summit, which earns Silver Eagle Corps Recognition from The President's Council on Physical Fitness and Sports for promoting recreation and wellness for older Americans.

Senate Bill 368 passes, restoring bonding authority to districts under the tax cap legislation of 1991.

**1996**

IAPD champions the cause of at-risk youth in partnership with Attorney General Jim Ryan to foster partnerships among police, schools, park districts and nonprofit organizations.

IAPD forms the Research Advisory Council to fund trend-focused and benefits-based research for parks and recreation, which received contributions from 88 member agencies.

IAPD's first Web site goes live online.

**1997**

James Heberer of the Kewanee Park District receives IAPD's first Rising Star Award for new commissioners of note.

IAPD stops legislative non-compete initiative of the YMCAs and begins partnership-building with heads of Illinois YMCAs.

Senate Bill 476 amends the Child Labor Law to permit 14- and 15-year olds to work later in the parks.

**1998**

IAPD partners with the Illinois Arts Council to offer special funds for park district art programs, and the association promotes a popular statewide art contest involving 3,000 Illinois school children.

The nonprofit fund-raising arm of IAPD, Friends of Illinois Parks, is established to involve citizens in IAPD's mission to preserve land and expand recreational opportunities for youth after-school programs.

IAPD advocates for the Museum Grant Program, which becomes Public Act 90-604.

**1999**

IAPD lobbies for the Open Land Trust to fund local open space preservation projects. During Governor George Ryan's administration this program provided just under \$64 million for 63 local projects to preserve more than 8,700 acres of land for preservation and resource-based outdoor recreation use.

The millennium campaign "2000 Trees by the Year 2000" results in 6,600 new trees planted by park districts.

IAPD leaders appointed to key task forces including Governor Ryan's Transition Team, First Lady Ryan's Futures for Kids Advisory Panel and the Department of Public Health's Cardiovascular Disease Prevention Program.

IAPD aggressively takes part in a nationwide campaign for the Conservation Area Reinvestment Act or CARA, an effort that ultimately restores funding to the Land and Water Conservation Fund.

Flickinger becomes president of the National Recreation and Park Association.

**2000**

IAPD reinvigorates the Eagle Eye Neighborhood Park Watch program, with honorary chair Attorney General Jim Ryan.

IAPD is a founding member of the statewide advocacy group called the Kids Share Coalition.

**2001**

The first scholarships awarded for the Donald F. Bresnan Commissioner Scholarship Fund, named for Bresnan, a longtime commissioner for the Champaign Park District.

The first Mike Cassidy Commissioner Community Service Award, named for Mike Cassidy of Freeport Park District, is awarded to Harris Agnew of the Rockford Park District.

Executive director Flickinger is named to the Attorney General's Select Committee on Recreation for People with Disabilities.

Strategic alliances are formed with Voices for Illinois Children, the National Tree Trust and the Champion Tree Project, and the Illinois Senior Center Coalition.

**2002**

In July, Governor Ryan signs Public Act 92-697, creating the park district youth license plate, which will generate funds to assist IAPD members in youth programming.

With funding from the Research Advisory Council, IAPD produces two key reports: the "Statewide Attitude and Awareness Survey" by Richard Day Research and "Illinois Land at Risk," published jointly with partner The Trust for Public Land.

Using a grant from the Vitamin Anti-Trust Settlement, IAPD funds development of the Recreation Access Illinois Web site, <http://www.recreationaccessillinois.org/>.

IAPD receives a second grant from the settlement for "Power Play!", a new grant program for park district fitness and nutrition-based programming.

*Beyond the Boardroom* newsletter debuts, replacing the Leisure Review and focusing on board member education.

**2003**

IAPD successfully overrides two gubernatorial vetoes on Senate Bill 83 and Senate Bill 1881, restoring bonding authority for 16 park districts and eliminating the tax cap restrictions on services for the disabled.

AARP and the Illinois Department on Aging acknowledged IAPD for its role in passing HB 2413, which designates grant money for senior centers.

On June 20 the IAPD holds 75th Anniversary Gala Dinner Dance at the Hyatt Regency Woodfield in Schaumburg, a fundraiser for Friends of Illinois Parks.

IAPD works with an open space coalition to restore OSLAD and NAAF funding to the state budget.

The first Park District Youth License Plate rolled off the production line.

IAPD and IPRA collaborated on a joint Web site: <http://www.illinoisparcsandrecreation.com/>. This site, targeted to the public, was a special project of the Joint Public Awareness Committee.

IAPD distributed more than \$70,000 to Illinois park and recreation agencies through the Power Play After School Grant Program.

**2004**

Attorney General Lisa Madigan chose the IAPD as a recipient of a grant based on the settlement of an anti-trust case against compact disc manufacturers. The IAPD distributed a large selection

of music CDs to its membership for use with their recreation programs, senior centers and special events.

Governor Blagojevich proclaimed a "holiday" for the OSLAD and NAAF funds. IAPD quickly reacted and our members carried strong messages to their legislators. IAPD released the economic impact figures for OSLAD. OSLAD generated approximately \$410 million of capital spending in Illinois' parks, forest preserves, conservation and natural areas. And these park improvements spurred \$225 million worth of construction and union labor jobs, while infusing an additional \$184.5 million into the Illinois economy for the purchase of materials for park development.

Public Act 93-897 doubles the bid limits for park districts and forest preserve districts from \$10,000 to \$20,000.

Public Act 93-844 gives conservation districts the authority to authorize the sale of alcoholic beverages on property owned by the district, subject to the approval of its governing board.

IAPD distributed \$64,000 to Illinois park and recreation agencies through the Power Play After School Grant Program.

*Get on Board* is released--a new leadership guide on becoming an effective steward of public trust.

*Winning in the Face of Organized Opposition* was designed and released in cooperation with the Joint Public Awareness Committee and IPRA. This publication helps agencies answer challenges from groups critical of their efforts and is a guide to public education efforts during a referendum campaign.

The *Park District Code* is updated and released.

*The Power of Citizen Advocacy* debuted. This DVD outlines how commissioners and park professionals can become involved in the legislative process and effectively deliver their message. IAPD sent a copy to each member agency as a membership service.

## **2005**

*Guide to Marketing*, a concise and practical "how to" manual was sent as a free CD-ROM to all member agencies.

IAPD's *Quarterly News* went "electronic" and became IAPD's first electronic newsletter, the *IAPD e-News*. This enabled IAPD to reduce costly mailings and distribute information in a more timely manner.

IAPD saved funding for OSLAD and NAAF after \$200million was swept from special purpose funds. IAPD and Partners for Parks and Wildlife led the successful charge to protect OSLAD and NAAF.

Sales of the Park District Youth License Plate increased after IAPD succeeded in making vanity and personalized plates available this year. IAPD received checks from Secretary of State Jesse White totaling \$20,000. These proceeds bolstered the Power Play After-School Grant Program with an extra \$500 per grant. The IAPD distributed \$88,800 to our members through the Power Play After School Grant Program.

Seemore the Eagle, mascot of the Eagle Eye Neighborhood Park Watch Program, was a Hollywood sequel this year when the Los Angeles County Department of Parks and Recreation purchased two IAPD Eagle Eye programs.

The IAPD Research Advisory Council continued to be an active force in identifying the important issues affecting Illinois parks and recreation. *The Economic Impact of Local Parks and Recreation in Illinois* armed our agencies with valuable information to use when "making a case" with legislators, media, businesses and the citizens they serve.

*Parks and Recreation Employs Illinois*, a brochure summarizing the *Economic Impact of Local Park and Recreation Agencies in Illinois*, was sent to the IAPD membership, members of the Illinois General Assembly and Illinois' major media outlets.

More than 60 agencies participated in the premier of IAPD's "Flying 4 Kids" statewide kite fly. The kite fly was created to promote the Park District Youth License Plate.

## **2006**

IAPD hosted 37 educational sessions throughout the state.

The annual conference was a huge success with more than 4,000 attendees and 350 exhibitors.

IAPD published the 5th edition of the *Illinois Park District Law Handbook*.

IAPD drafted 15 position papers as a proactive approach to dealing with the challenges faced by communities, families, park districts, conservation and recreation agencies throughout the state.

Fourteen agencies commissioned IAPD to perform Director Searches.

IAPD took public awareness on the road this year via statewide billboards - in partnership with member agencies - promoting the Park District Youth License Plate and the economic impact park districts, recreation and conservation have on the state.

Park District Youth License Plate public service announcements aired nearly 2,000 times on more than 160 Illinois radio stations.

More than 40 agencies hosted a "Flying 4 Kids" kite fly to promote the Park District Youth License Plate.

More than 50 agencies gathered in the Rotunda of the Illinois State Capitol during *Parks Day at the State Capitol*.

IAPD coordinated several "World Wide Day of Play" events in cooperation with the American Heart Association as an initiative to get kids moving and fight childhood obesity.

IAPD worked to save the OSLAD program from a sweep of its funds. Not only did we succeed, but we also saw an \$11.8 million appropriation increase in the program to \$31.8 million.

The Eagle Eye Neighborhood Park Watch program expanded its wings to 35 agencies in 11 states.

## **2007**

IAPD held the first Best of the Best Awards Gala to recognize and thank those who have committed their time and talents to strengthen the park, recreation and conservation mission.

A new edition of *The Park District Code* was published covering the latest laws on everything from automated external defibrillators, open meetings, minimum wage increases and much more.

IAPD hosted the National Park and Recreation Association's Great Lakes Regional Council Summer Meeting in Springfield. Representatives from seven states took part in a productive meeting and learned about IAPD programs and services.

Position Papers from the IAPD was published as a proactive approach to dealing with the challenges faced by Illinois communities, families, park districts, conservation, recreation and special recreation agencies.

IAPD and the American Hearth Association developed and distributed a free *Healthy Playbook 4 KIDS* CD complete with tips, tools and ideas our members could use to address childhood obesity.

The *Click It and Kick It* button was added to the IAPD Web site to provide a valuable resource for agencies to learn what others are doing to combat childhood obesity.

IAPD's *Financial Procedures for Park Districts* was created, covering budget philosophy and preparation, levies, truth in taxation, annual audits, annual statements, bonds, investments and more.

IAPD worked to secure a record appropriation of \$34 million for the Open Space Lands Acquisition and Development (OSLAD) program, and helped to acquire \$15 million for the Natural Areas Acquisition Fund (NAAF).

IAPD joined the Partners for Parks and Wildlife Coalition in the promotion of the Illinois Special Places Acquisition, Conservation and Enhancement Program (iSPACE), an initiative that will protect open spaces for future generations by providing a capital spending plan for conservation programs.

The Open Meetings Act was amended to permit park district commissioners to discuss public business without violating the Act.

IAPD's partnership with Illinois Attorney General Lisa Madigan and the attorney general's office continued with Recreation Access. Recreation Access Best Practices awards were presented at IAPD's Legislative Conference.

IAPD and Partners for Parks and Wildlife, a coalition of 130 organizations and not-for-profit agencies, held a joint news conference announcing the release of the study, *Illinois State Land Conservation Funding*.

IAPD remained on the front lines of the battle against childhood obesity in 2007 with our ally the American Heart Association and together presented public awareness initiatives related to childhood obesity including the *Healthy Playbook 4 KIDS Toolkit*, the Miss Illinois Tour and the Worldwide Day of Play.

The Eagle Eye Neighborhood Park Watch Program was represented at the National Crime Prevention Council's National Watch Groups Summit. The program has grown to 39 communities in 13 states. It drastically reduces costs associated with crime and vandalism.

## **2008**

IAPD created the brochure, *So You Want To Serve On The Park District Board...What Does That Mean?* The brochure was sent to member agencies to provide for citizens thinking about running for a park board.

IAPD and the American heart Association updated and enhanced the Healthy Playbook 4 KIDS CD. The CD, which featured tools and ideas to help combat childhood obesity, was distributed free to IAPD members.

Since the program's implementation, IAPD has conducted more than 90 Director Searches.

IAPD has distributed \$354,200 in grant monies through the PowerPlay! Grants program, providing funding to member agencies implementing beyond-school programs that focus on health, fitness and nutrition.

Parks Day at the Illinois State Capitol featured more than 50 park districts, forest preserves, conservation, recreation and special recreation agencies exhibiting in the Capitol Rotunda.

Nearly 60 agencies hosted a Flying 4 KIDS kite fly event to promote the Park District Youth license Plate Program, which provides funding for beyond-school programming at park and recreation agencies throughout the state.

Representatives from more than 60 agencies performed, exhibited or volunteered to showcase the many important things parks, recreation and conservation brings to the citizens of Illinois at Park District Conservation Day at the Illinois State Fair.

IAPD partnered with the American Heart Association to present Go Healthy Month in September. Numerous agencies hosted free Go Healthy Month events in their communities as part of an initiative to get kids moving and fight childhood obesity.

IAPD partnered with the Jr. Olympic Skills National Headquarters in promoting health and fitness in today's youth. Park and recreation agencies were encouraged to host Jr. Olympic Skills competitions.

IAPD continued to promote arts in the parks in partnership with the Illinois Arts Council.

IAPD partnered with Good Sports, Inc., a nonprofit organization that provides sports equipment for disadvantaged youth participating in park programs in the Chicagoland area.

IAPD lobbied for the passage of House Bill 473, which provides that the governor may not transfer monies from the Open Space Lands Acquisition and Development Fund to the General Revenue Fund.

IAPD lobbied for the successful passage of House Bill 1058, which provides that the Department of Public Health has the power to make matching grants from the Heartsaver AED Fund to any forest preserve district or conservation district.

IAPD worked with Open lands, The Nature Conservancy, Environmental Council, Trust for Public Land, Illinois Audubon Society and other groups on a coalition basis to advance liability protection to private landowners to encourage public use.

IAPD implemented the Legislative Key Contact Program, a program designed to appoint one elected official from each IAPD member agency to advocate for responsible public policies to benefit park districts, forest preserves, conservation, recreation and special recreation agencies.

## **2009**

The 2009 Soaring to New Heights annual conference drew more than 4,670 attendees, including Governor Pat Quinn on his first day in office.

The annual Legislative Conference and Reception drew more than 370 attendees. Speakers included Governor Pat Quinn.

IAPD presented an annual Boot Camp for newly-elected or appointed board members and seasoned commissioners.

IAPD worked to ensure the Open Space Lands Acquisition and Development Fund (OSLAD) and the Natural Areas Acquisition Fund (NAAF) remained funded with \$17.5 million and \$15 million respectively.

IAPD lobbied for the passage of House Bill 242, which adds the Consumer Price Index (CPI) to the debt service extension base of all park districts, forest preserves and conservation districts.

IAPD lobbied for the successful passage of House Bill 4151, which extends the debt repayment period for park districts from 20 to 25 years.

IAPD sent more than 28 legislative alerts and updates to IAPD membership, keeping them apprised of budget issues, OSLAD appropriations, the Heartsaver AED Fund, changes to the Freedom of Information Act and more.

The Park District Youth License Plate program continued to benefit IAPD member agencies with 1,356 plates.

IAPD entered into an agreement with Seven Utility Management Consultants, Ltd. To provide a professional consulting service for the purchase of electricity and natural gas for our membership.

The Best of the Best Awards Gala brought together more than 250 representatives of parks, recreation and conservation and the businesses, media and citizens that support them.

Friends of Illinois Parks continued to grow with 500 individuals contributing to the support and promotion of park districts, forest preserves, conservation, recreation and special recreation agencies in Illinois.

IAPD's Eagle Eye Neighborhood Park Watch Program has grown to 44 agencies in 13 states.

CLICK HERE TO VISIT OUR WEBSITE  
(ABOUT THE PARK DISTRICT)

**ACKNOWLEDGEMENT RECEIPT**

**HOFFMAN ESTATES PARK DISTRICT  
NEW BOARD MEMBER ORIENTATION**

This will acknowledge that I was present at the orientation meeting at the Scott R. Triphahn Community Center and Ice Arena regarding my responsibilities as a newly appointed Park Board Commissioner to the Hoffman Estates Park District.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Dated