



1685 West Higgins Road, Hoffman Estates, Illinois 60169
heparks.org t (847) 885-7500 f (847) 885-7523



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

AGENDA
ADMINISTRATION & FINANCE COMMITTEE MEETING
TUESDAY, JUNE 23, 2020
7:10 P.M.
***REMOTE MEETING VIA ZOOM**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - February 25, 2020
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Employee Salary Reductions / M20-077
 - B. Fitness Center Fees Post COVID-19 / M20-075
 - C. Return to Work Procedure / M20-074
 - D. Surplus Ordinance O20-002 / M20-073
 - E. Administration & Finance Report / M20-071
 - F. Open and Paid Invoice Register: \$721,613.05
 - G. Revenue and Expenditure Report and COVID-19 Impact Statement
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

**For access to remote meetings held via ZOOM, please email mlogan@heparks.org. You will be provided the link to join the ZOOM and you will be able to participate during the "Comments from the Audience" portion of the meeting. For ease, you may also email your comment prior to the start of the meeting time and your comment will be read aloud on your behalf during the meeting.*



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**MINUTES
ADMINISTRATION & FINANCE COMMITTEE
February 25, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration and Finance Committee was held on February 25, 2020 at 7:12 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Comm Rep Musial, Utas, Wilson, Winner

Absent: Commissioner Kilbridge, Comm Rep Kulkarni

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins

Audience: President Kaplan, Commissioner Kinnane, R. Evans, K. Evans, Chhatwani, Com Rep Macdonald

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Winner made a motion, seconded by Comm Rep Wilson to approve the minutes of the January 28, 2020 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. **Policy Update for Public Preparation at Board Meetings/M20-029:**

Executive Director Talsma reviewed the issue noting that it was a modification of the policy approved in January and total audience participation per topic will now be limited to 30 minutes.

Comm Rep Musial asked about the three minute time limit and was it per audience member and it was noted that it was.

Comm Rep Winner suggested changing the statement of 30 minute time limit from approval to vote and President Kaplan questioned adding in comments from the audience. The new statement will now read, “There will be a 30 minute time limit **for comments from the audience** per discussion item which may be extended by a majority **vote** of the Committee or Board.

Comm Rep Utas made a motion, seconded by Comm Rep Winner to recommend the board approve the Policy Update for Public Preparation at Board Meetings as outlined in M20-029 and to include the amended statement “There will be a 30 minute time limit **for comments from the audience** per discussion item which may be extended by a majority **vote** of the Committee or Board”. The motion carried by voice vote.

B. **A&F Report/M20-024:**

Director Hopkins reviewed the report noting that the district had received the CAFR for 2018.

Comm Rep Winner asked what they had been benchmarking for the additional data and Director Hopkins noted that some of the items included were where the district was with taxes i.e. our portion of tax versus the school district, number of classes canceled versus those that ran, and demographics. She noted that they were waiting for the other park districts to provide their data so that comparisons could be made.

Comm Rep Wilson asked about the \$60,000 difference in the January 10 versus January 24, 2020 payroll. Executive Director Talsma noted that the January 10 payroll covered two weeks up to January 4 that included the holidays. He also noted that most classes did not meet and/or have instructors over the holiday break including preschool and that was most likely the difference.

Comm Rep Utas made a motion, seconded by Comm Rep Winner to send the A&F Report M20-024 to the board as presented. The motion carried by voice vote.

C. Open and Paid Invoice Register:

Comm Rep Musial asked about the lifeguard audits and Executive Director Talsma noted that it was similar to secret shoppers; however, the lifeguards were reviewed on their readiness and attention to participants in the pool. Comm Rep Musial also asked about the Shotokan Karate costs and it was noted to be the whole fall session. Comm Rep Macdonald explained that it was also an expensive program.

Chairman McGinn asked about the Johnson Health Tech line item and it was noted to be equipment for The Club.

Comm Rep Macdonald asked about the payment to FAA and Director Hopkins explained that it was the application fee for the maintenance drone.

President Kaplan asked about Pro Maxima and it was noted to be equipment for The Club.

Comm Rep Utas made a motion, seconded by Comm Rep Wilson to recommend the board approve the Open and Paid invoices in the amount of \$629,135.71 as presented. The motion carried by voice vote.

D. Revenue and Expenditure Report:

Director Hopkins explained that there was not much going on this early. She explained that there were variances due to interfund transfers and some timing items.

Comm Rep Musial asked about the response to the Revenue and Expenditure report she had asked regarding the deficit and Director Hopkins explained that the response was Club related and that the other areas were seasonal.

Comm Rep Winner asked if the increase in Club memberships was due to the promotion and Executive Director Talsma noted that he believed it to be due to the renovation as well as the promotion and did not expect many to leave after the promo.

Comm Rep Utas asked about the \$140,000+ deficit and Director Hopkins noted that most of it was related to South Ridge and The Club work that began very early this year. She also noted that the district was not overly concerned as they were capital expenditures.

Comm Rep Utas made a motion, seconded by Comm Rep Wilson to recommend the board approve the Revenue and Expenditure report as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Musial congratulated staff on the CAFR and noted that she had rejoined The Club and was enjoying the improvements.

Comm Rep Utas noted that his son had attended the e-sports tournament and it was very good. Executive Director Talsma noted that staff was working to offer a class Tuesday evenings. Comm Rep Utas also wanted to thank Asst. GM Ice Operations Jordan for assisting NWSRA in getting their ice slot.

Chairman McGinn congratulated staff on the CAFR.

8. Adjournment:

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

Respectfully submitted,

Craig Talsma
Secretary

Peg Kusmierski
Recording Secretary

MEMORANDUM M20-077

TO: A&F Committee
FROM: Craig Talsma, Executive Director
RE: Employee Salary Reductions
DATE: June 23, 2020

Background:

Commissioner Keith Evans requested that the topic of salary modifications for staff be added to the agenda for discussion. Keith felt many options were available in regards to reducing staffs salaries due to the pandemic and he sighted that some companies are doing across the board pay cuts of 10% or so. He wanted to know the impact this could have for all staff or salaried staff.

The most important thing to note is that as a District we have been in the forefront of reducing salaries and overall payroll costs for the District. This is something that was implemented when I first took over as Executive Director. For the past two plus years there has been a decided effort to reduce our overall salaries while still providing more opportunities and better services for our District.

The 2018 total payroll was reduced by \$76,708, after a 3% increase in wages representing \$238,710 for a total 2018 savings of \$314,878 compared to 2017. In 2019, total payroll was reduced by \$233,071, after a 3% increase in wages representing \$235,869 for a total 2019 savings of \$468,939 compared to 2018.

Additionally, our District was one of the very first districts to response to the pandemic when it came to reducing salaries and payroll. Though some companies might now be doing across the board pay cuts, what must be realized is that we discussed the issue of salaries and staff in March when the pandemic started for us, and the approved recommendation to reducing payroll was accomplished.

An across the board pay cut is usually done to maintain everyone's job and avoid furloughing or laying off people. Many District's continued to pay all staff through March, April, and May and now in June are just starting to evaluate pay reductions and or decreases in staff.

Our District chose an alternative method that by far greatly provided much greater payroll savings for now and into the future. It is interesting to note that some companies are just now doing this in June, when we achieved this in April.

One of the most important things to understand is that our methodology in creating payroll savings required some individuals to go without pay for months and others to be dismissed entirely. This then creates additional work for all of those that remain. To then expect all of those individuals to work harder and now in turn institute now another payroll reduction by reducing the remaining staffs' salaries or pay, would certainly create a very difficult situation to try and maintain any level of positive culture, especially during these times.

It should also be noted, that all part-time individuals were let go in March. All of these positions are being covered by full-time staff. The normal part-time pay roll averaged \$150,000 (every two weeks) and is now averaging \$30,000 (mainly due to seasonal maintenance workers). This has created part-time payroll savings of \$600,000 just through the end of June. Staff anticipates this number will double by the end of the year.

Implications:

It was asked what the District would save if we instituted an across the Board pay cut of 10%. Currently the District has 60 positions, though all are still not back to work. For the purposes of this calculation, we will assume the remaining staff have all returned. The 60 full-time positions represent a total annual payroll of approximately \$4.5 million, so if our District were to do a pay cut of 10% that would equal \$450,000 on an annual basis, or \$225,000 for the remainder of the year. Salaried (exempt) staff only would be just under half of this.

What the District actually achieved in savings was done by a different method of payroll reduction. The District has 75 full-time positions approved. In March, we had five positions not yet filled, two of these positions are permanently not being filled in 2020, which represents approximately \$95,000 in payroll. The other three will return hopefully by the fall.

From the remaining 70 positions, the District furloughed 24 individuals on March 31. By furloughing an individual this took them entirely off of payroll. Most still received pay through April by utilizing paid time-off (vacation, I&I pay). The total payroll for the District furloughed was approximately \$1.4 million or almost a third of the entire District's full-time staff.

It should also be noted that no maintenance workers were furloughed. All of the furloughed staff came from business, recreation and facility operations. The District's full-time maintenance payroll is approximately \$1.5 million. So, in reality, we actually reduced our operational staff by half. Yet, we continued to fulfill all functions of the district including offering virtual programming.

On April 7, after the stay-at-home order was extended, the District permanently released eight full-time employees with a total annual salary of \$455,000. We also had another individual resign and did not fill that position, we transferred a current employee into the HR Manager Position and didn't fill that position. These changes resulted in another \$125,000 in annual payroll.

The aforementioned changes adjusted to actual savings in comparison to the previous year are estimated to be over \$600,000 in full-time payroll savings by year end. This would be equivalent to greater than a 15% reduction in payroll when adjusted for the new positions for this year that were not filled.

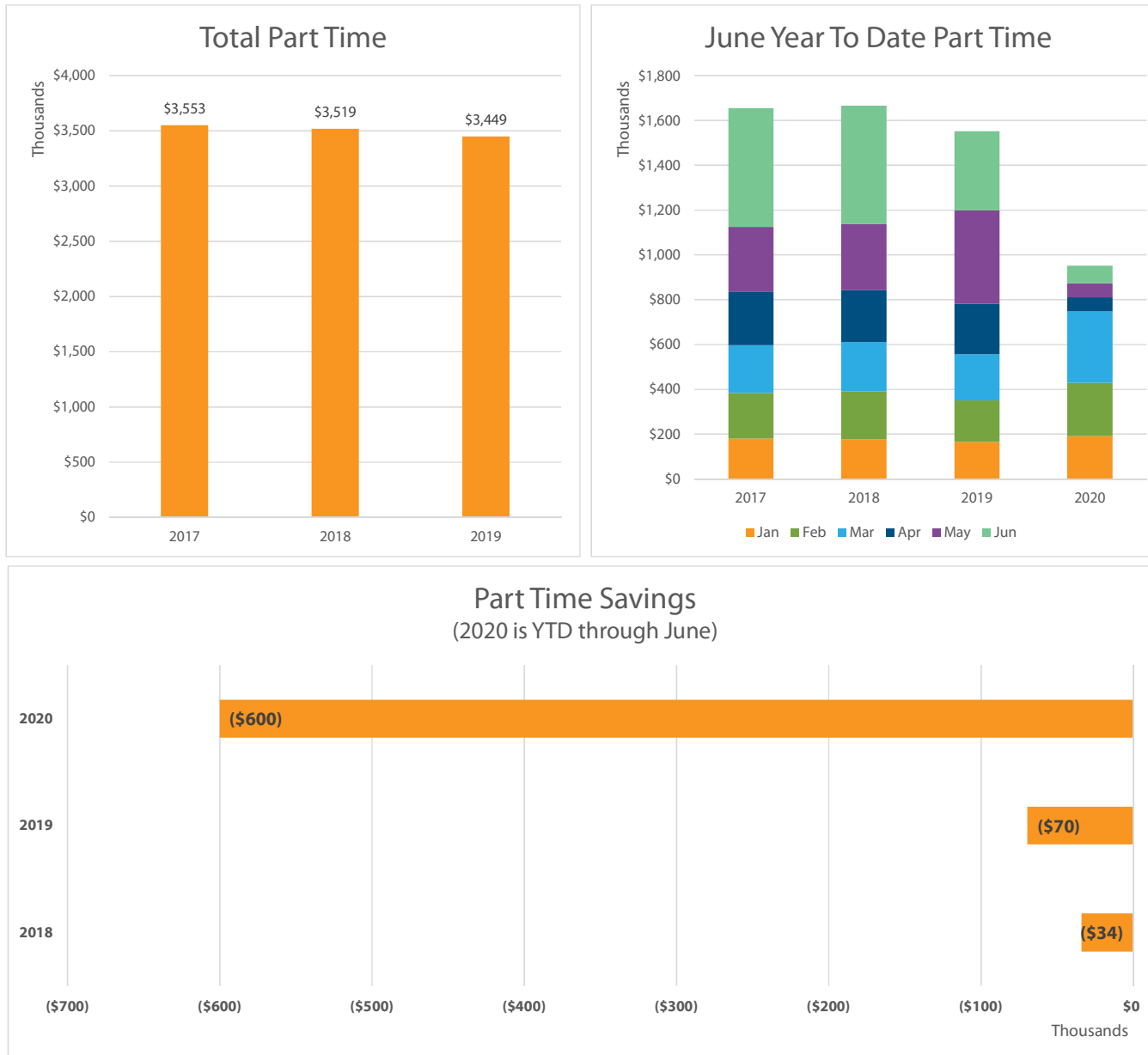
The anticipated overall payroll savings in part-time wages for this year is approximately \$1.2 million and for full-time is \$600,000. This will total an overall reduction in payroll of approximately \$1.8 million dollars in 2020. When combined with the 2018 and 2019 savings, this will total over \$2.5 million for the three year period of time.

Staff feels these savings are extremely significant and with the full-time staff picking up the workload of the part-time staff while being down 15% of our full-time employees, it does not seem to make sense to also try to now implement a pay cut across the board to the remaining full-time staff that are working harder than ever, and any further reductions to salaries would be counterproductive for the effectiveness of the District.

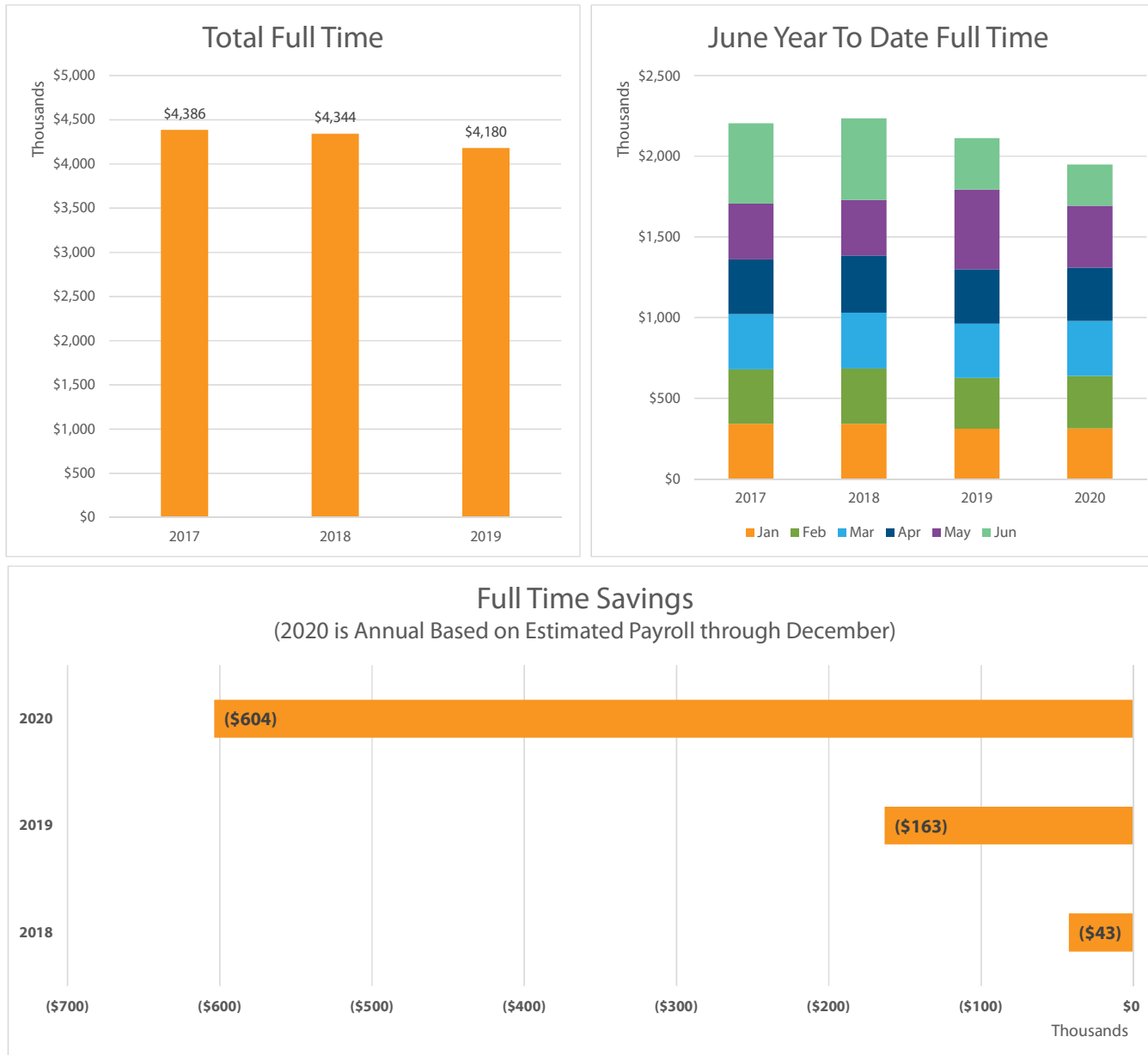
The attached charts show the current and estimated payroll savings for the District for part-time, full-time and total payroll.

Staff Recommendation:

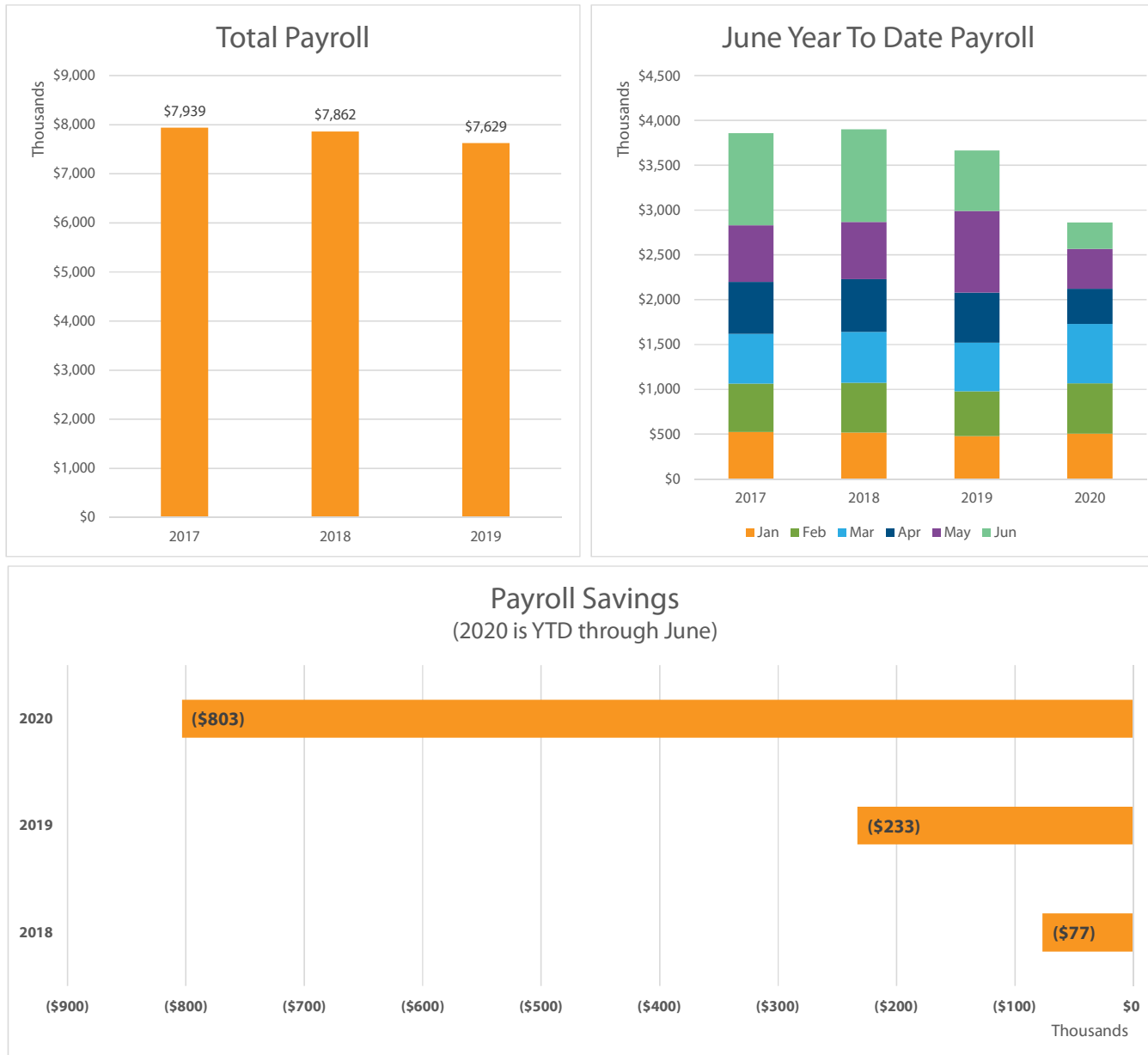
That the A&F Committee recommend to the full board no changes to the salary or wage amounts for the full-time staff of the District.



Cumulative savings since January 1, 2018 is \$ 703,920.34 .



**Excludes payouts of paid time off as a result of separation from employment.
Cumulative savings since January 1, 2018 is \$ 809,448.69 .**



**Excludes payouts of paid time off as a result of separation from employment.
Cumulative savings since January 1, 2018 is \$ 1,113,008.91 .**

MEMORANDUM M20-075

TO: A&F Committee
FROM: Craig Talsma, Executive Director
Brian Bechtold, Director of Golf & Facilities
RE: Fitness Center Fees Post COVID-19
DATE: June 23, 2020

Background:

On Friday, March 13, all HEParks facilities were closed to the public due to the COVID-19 pandemic. Staff quickly started communication with members regarding membership dues being halted and all memberships being placed on hold. We then sent an email to our membership offering them three different options to add potential further value to compensate for the facility being closed from March 13 to March 29. The three options were as follows:

Option One

Two free months of HIIT Club - \$50 Value

Option Two

One personal training session - \$60 Value

Option Three

Household credit for future dues - \$25 Estimated (Value Based on Membership Type)

We had a total of 555 responses with the following breakdown:

Option One – 107

Option Two- 47

Option Three – 401

The overall response to the extra value being offered has been great. Members are very appreciative of our efforts and look forward to getting back in The Club.

This then leads us to the reopening of the facility in Phase 4 of the Restore Illinois plan. Staff has been reviewing the data across the country and working closely with our consultant, Mark Davis. With all the clubs he has worked with, the facilities that have been the most aggressive have been the most successful with reintroducing current members as well as attracting new members.

For the members of our other two fitness centers and in response to the COVID-19 pandemic, the Triphahn Center (TC) and Willow Recreation Center (WRC) fitness centers were closed and a 50% rebate for March dues is planned for all members.

Implications:

The Club has approximately 2,568 active members. The goal is to work these members back into the facility at a pace that they are comfortable with. As facilities reopened around the country, reports indicate about 35% of membership base returning and are active in the facility. As time progresses following opening, those numbers increase to almost 90% (of previous users) after the first month. The facilities that continued to charge during the pandemic and those who went back to full fees upon opening received extremely high cancellation numbers. Those facilities that

gradually worked their members back in and provided a safe, clean facility were the most successful at maintaining their current membership base.

Staff has constantly been updating our reopening plan and has evaluated many options. The biggest factor to consider is occupancy numbers. Future guidelines will most likely have a percentage of occupancy restrictions. We have heard anywhere from 25% to 50% will be the percentage through Phase 4. As we prepared for these guidelines, staff worked with the Village to update our occupancy numbers district-wide in May. Staff feels that Phase 4 will allow 50% occupancy, and with the new arrangement of our equipment, we feel we will be able to support our normal usage patterns at The Club and TC, if it is 50%.

In anticipation of the release of these guidelines, staff has evaluated a few scenarios for handling The Club membership fees:

Pay per use model. This model is beneficial for the revenue side, but really goes against the active and loyal members that use the facility regularly. Even with a minimum daily fee of \$5, members most likely will pay more to use the facility than their normal monthly fee. It will also discourage those members that simply just want to try the facility to gauge their comfort level in returning.

Full Dues with Reservation System. This is most commonly used in the smaller centers where the occupancy number really affects the way they can operate. With the anticipation of 50% occupancy, we can have 250 guests working out at one time. We don't feel this scenario will be applicable at The Club.

Grace Period and No Dues until August. Putting your current members at ease and allowing them to use the facility while not charging full/partial dues until August should decrease the total overall cancellations. We will push hard for new members by offering an aggressive \$19 initiation fee with no dues until August. With this strategy, we hope to capture members from other fitness facilities which have not been able to open yet because they are still preparing their operations to meet the current guidelines.

With this scenario, we will also be able to offer an additional benefit for those who failed to respond to our initial March offering for credit. As this offer will expire and will transfer to the complimentary dues from June 29 – July 31 to compensate for the facility being closed from March 13 to March 29 (this would be the same for TC and any WRC member wishing to use TC instead). Pushing back billing will allow those members who are on the fence about cancelling to rejoin The Club with no commitment until August. We feel with all the enhancements and the current layout of the equipment, members will feel safe and truly enjoy the ultimate fitness experience.

The locker room project is another area that is currently being enhanced. The lockers are in production and demolition is in full swing. Not being able to offer locker rooms is another reason why holding off on dues would show our members we are here for them and want to provide a complete and safe facility for their fitness needs.

Other areas not available for member use due to the Phase 4 anticipated guidelines will be the activity pool, whirlpool and steam rooms. We will be allowed to open the lap pool for lap swim

under a reservation system as we can only have four lanes available. These reservations will be taken at the front desk in 30 minute or 60 minute slots.

Once dues are restarted, we will still offer the \$10 hold fee per month for those members that would like to retain their membership, but start at a later date. If a member decides to cancel, we will waive the 30-day cancellation policy for them. For these members that do cancel and decide to rejoin in the future, they will be eligible for the current active membership promotion.

Based on all of these different factors and guidelines, staff feel ensuring the current membership satisfaction and knowing we are working with them to provide safe and clean facility so they can continue their fitness journey is crucial for the future success of the facility. The Grace Period and No Dues until August will show our appreciation of our members and help limit the overall cancellations we may receive.

The same plan would be used for TC, utilizing the March credit for the period 6/26 to 7/31. We would also offer WRC members use of TC, since with any guidelines, it is impractical to open WRC until full restrictions are released. We will continue to evaluate this as more information is released.

The C&M staff will work on a marketing campaign to make members aware we are open and we are providing them these extraordinary benefits and facility enhancements. These marketing efforts will include website updates, social media ads, and also geo-fencing ads around closed fitness centers in our immediate area to facilitate new member sales.

Recommendation:

Staff recommends the A&F Committee recommends to the full board the approval of moving forward with not charging The Club and TC dues for July with the plan to restart partial or full billing in August. WRC members will be given the option to use the TC fitness center.

MEMORANDUM NO. M20-074

TO: A&F Committees
FROM: Craig Talsma, Executive Director
Nicole Hopkins, Director of Finance and Administration
RE: Return to Work Procedure
DATE: June 23, 2020

Background

The impact of COVID-19 has dramatically changed the way we work and how we address the needs of the community we serve. The Shelter-in-Place removed many decisions from the District's hands and resulted in new ways to engage with the public.

As we enter the phased re-opening plan by the state, it is important for all workplaces and places where public congregate to look closely at their business and determine the best ways to keep their employees and patrons as safe as possible. In accordance with this, the District tailored a procedure to fit our operations in accordance with current recommendations from the Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA), Illinois Department of Public Health (IDPH), Park District Risk Management Agency (PDRMA), and other agencies.

Implications

The resulting procedure is to provide information regarding how the procedures were developed and guidance for employees on the best practices for reducing the spread of infectious disease. Some key items addressed are:

- The District will not be taking participant or staff temperatures per the recommendations of PDRMA. Staff and patrons will be required to do self-checks prior to arriving at a facility. Detailed symptoms are provided.
- Face coverings have been proven to reduce the spread of viruses and as such have been recommended by the CDC and the IDPH. Face masks will be required by the District where social distancing is difficult to maintain.
- Detailed cleaning protocols are included to ensure high touch areas are regularly addressed.

This procedure is a dynamic document and will continue to evolve and update as new information from state and the aforementioned agencies becomes available to implement.

Recommendation

This is being presented for information purposes.

COVID-19 REPORTING TO WORK PROCEDURES

Hoffman Estates Park District is working hard to prevent the spread of Coronavirus (COVID-19) in our workplace. We remain vigilant in keeping up with governmental agency and public health organization recommendations and requirements; we want to provide as healthy an environment as possible for all HEParks staff.

The contents of this procedure will serve to guide HEParks Administrative Team in implementing the return to work by District staff. This manual is not a policy and does not alter or abridge current HEParks Policies.

It is also acknowledged that at the time of this publication the environment surrounding COVID-19 is evolutionary in nature. As a result, these guidelines are subject to change and modifications pursuant to legal changes, which may or may not be incorporated in the form of an amendment to this plan. It should also be noted that any proposal to return to work before widespread immunity has been achieved, either by prior infection or immunization, has risks that could lead to a second wave of infection. Therefore, the procedures for restoring operations involves a set of tools and procedures to enable the recovery and continuation of association operations following a pandemic such as the COVID-19 (coronavirus) outbreak.

The plan outlined in this manual has been developed to analyze the essential functions of HEParks. This allows the HEParks Administrative Team to apply procedures and measures to allow increasing functionality, while remaining flexible to address changes in the 'Restore Illinois' state-wide Phase Plan. Implementing the return to full operations in a safe and thoughtful manner will be complex. For that reason, it is imperative that communication of this manual is shared and training is followed.

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Introduction to COVID-19

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. It has spread from China to many other countries around the world, including the United States. Depending on the severity of COVID-19's international impacts, outbreak conditions—including those rising to the level of a pandemic—can affect all aspects of daily life, including travel, trade, tourism, food supplies, and financial markets.

To reduce the impact of COVID-19 outbreak conditions on businesses, workers, customers, and the public, it is important for all employers to plan now for COVID-19. For employers who have already planned for influenza pandemics, planning for COVID-19 may involve updating plans to address the specific exposure risks, sources of exposure, routes of transmission, and other unique characteristics of SARS-CoV-2 (i.e., compared to pandemic influenza viruses).

Employers who have not prepared for pandemic events should prepare themselves and their workers as far in advance as possible of potentially worsening outbreak conditions. Lack of continuity planning can result in a cascade of failures as employers attempt to address challenges of COVID-19 with insufficient resources and workers who might not be adequately trained for jobs they may have to perform under pandemic conditions.

OSHA 3990-03 2020-Guidance on Preparing Workplaces for COVID-19

Returning to the Work Place Process

Although no plan can guarantee full and immediate resumption of operations given the unknown impact of COVID-19, creating a sound framework as well as implementing strong processes and controls is the first priority. These processes and controls will help prepare employees to handle and manage restoration of operations while protecting staff and the public and avoiding the spread of the virus.

HEParks has modified the below five step process for returning operations to the workplace. Each step builds upon the previous steps and are described below:

Step 1: Classify Worker Exposure for Each Employee

Directors are required to evaluate and document the exposure risk for each employee in regard to the employee's exposure to the COVID-19 virus during their daily business functions. Individuals can catch COVID-19 from others who have the virus. The disease can spread from person to person through small droplets from the nose or mouth which are spread when a person with COVID-19 coughs or exhales. These droplets land on objects and surfaces around the person. Other people then catch COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. People can also catch COVID-19 if they breathe in droplets from a person with COVID-19 who coughs out or exhales droplets.

This Restoration of Operations Procedures implements a multitude of work site safety measures along with personal safety measures. The measures defined in this plan are designed for mitigating exposure risks. All these policies and safety measures, combined with the full cooperation from all employees, helps define the true exposure risks for each employee.

The Administrative Team will assess individual employee's risk levels based upon work assignments and exposures. The risk level categories outlined below are utilizing OSHA's descriptions along with other leading organizations that specialize in the workplace safety.

Very High Exposure Risk

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include:

- Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
- Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients). Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people

who are known to have, or suspected of having, COVID-19 at the time of their death. Township employees in this category may include paramedics.

- Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

High Exposure Risk

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19.

Workers in this category include:

- Healthcare delivery and support staff (e.g., doctors, nurses, and other hospital staff who must enter patients' rooms) exposed to known or suspected COVID-19 patients. (Note: when such workers perform aerosol-generating procedures, their exposure risk level becomes very high.)
- Medical transport workers (e.g., ambulance vehicle operators) moving known or suspected COVID-19 patients in enclosed vehicles.
- Mortuary workers involved in preparing (e.g., for burial or cremation) the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death. Township employees in this category may include first responders from the Police and Fire Departments.

Medium Exposure Risk

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with COVID-19, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings). Employees in this category may include those assisting the public at the counter and those serving out in the field.

Lower Exposure Risk (Caution)

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with COVID-19 nor frequent close contact with (i.e., within 6 feet of) the general public.

Workers in this category have minimal occupational contact with the public and other coworkers. Employees in this category may include those employees that typically have limited contact with the public, work from an office, and those that can safely practice social distancing.

Although most employee duties do not qualify as high risk of exposure, there should be high risk gear readily available for emergency situations within facilities that would require employees taking on high risk exposure when providing first aid to employees or visitors, prior to emergency services arriving.

Step 2: Identifying Appropriate Personal Protection Equipment

Personal Protection Equipment (PPE) will be available to all employees. All types of PPE must be:

Employer responsibility

- Selected based upon the hazard to the worker.
- Properly fitted and periodically refitted, as applicable.

Employee responsibility

- Consistently and properly worn when required.
- Regularly inspected, maintained and replaced as necessary.
- Properly removed, cleaned, and stored and disposed of, as applicable.

In addition, training will be provided for employees on issued PPE and when/how to request new PPE. PPE will include but not limited to masks and gloves. PPE must be worn if within 6 feet of another person or passing through common areas.

Employees will be permitted to wear their own PPE, such as a homemade face covering device, provided the design permits the employee to perform their job duties and is made of an appropriate material for the workplace.

After Step 5 - Phase 1 has commenced the Division Director will accept and review all requests for PPE. The Director will keep a log of all PPE that has been approved, ordered, and distributed to HEParks employees. Each employee shall be assigned PPE based on their exposure risk level.

Step 3. Establishing Procedures for the Workplace

HEParks staff must collectively work together to ensure the safety of our facilities and avoid the spread of the virus. The following general procedures shall be implemented for all facilities in addition to any specific procedures created for site work plans during Step 4.

Understanding Sanitizer Products and Use

In addition to HEParks' normal cleaning products and materials, additional products can and will be added to everyday routines to sanitize for COVID-19 prevention.

Limiting Contact with High Touch Areas

- *Doors.* While the offices remain closed to the public, the interior security doors are permitted to remain open for employees to travel between areas without touching door handles and door surfaces. IF the public is allowed to re-enter the facility at a limited capacity, the doors leading into public areas must remain closed but doors that separate non-public areas will be permitted to be propped open.
- *Informational Materials.* Until such time as we are returned to normal operations (Phase 5 of Step 5) no periodicals, applications, brochures, etc. shall be in public areas. These materials shall be distributed only by personnel.
- *Furniture in Public Areas.* All use of lobby and other public area furniture will be monitored. Removal of the furniture may be necessary to deter congregation of people and limit surface areas that can be touched.

Employee Health Screening – Temperature Checks

The employees physically working at any HEParks facility shall ensure they follow the guidelines below at the start of each workday. Health Screening will be conducted as follows:

- Self-symptom check (fever, cough, shortness of breath, sore throat, diarrhea) at home. If any symptoms are identified employees are to contact their supervisor and stay at home.
- Identification of any close contact (within 6 feet for 15 minutes or longer) in the last 14 days with someone with a diagnosis of COVID-19.
- Identification of anyone who has travelled internationally or domestically in the last 14 days.
- Self-administered temperature checks will be done by each employee. If an employee does not have a thermometer, one is available at each facility for self-checks. Sanitize the thermometer before and after each use.

Social Distancing

Social distance shall be observed at all HEParks facilities until otherwise determined by the County, State, or Federal government. Social distancing means keeping space between yourself and other people outside of your home. Social distancing requires that each employee:

- Stay at least 6 feet from other people.
- Do not gather in groups.
- Stay in their assigned area and within individual workspaces, with the exception of entering/leaving building or the lavatories or to complete a job task.
- No attending or hosting of external meetings.
- All concerns regarding symptomatic behavior should be addressed with an AdministrativeTeam member.

Additionally, barriers, signage and markers in common areas to help facilitate the implementation of social distancing requirements shall be installed.

In efforts to minimize the amount of areas exposed to contamination, employees will refrain from in- person visitations. Employees are encouraged to use phone and teleconferencing apps. Additionally, employees will refrain from traveling through other staff areas where applicable. Employees are asked to be mindful about social distancing throughout their entire shift and to take proactive planning steps at the beginning of their work weeks/days, in order to be successful throughout their workday.

Fleet Management

Many HEParks employees not only have a personal workspace, but routinely use agency vehicles. Some employees may even share a vehicle. Therefore, it is imperative that HEParks vehicles are included in any plan to restore operations and limit the spread COVID-19. Vehicles should have a supply of gloves, wipes and sanitizer. Employees assigned a HEParks vehicle shall be responsible to ensure the vehicle is cleaned and sanitized before and after they use it. Procedures for fueling vehicles will remain the same.

Postal, Dropbox, Interoffice, and Package Mail Deliveries

Various early studies indicate the COVID-19 virus can remain viable and infectious in droplets in the air for hours and on some surfaces up to three days. The virus could be detected up to three hours later in the air, up to four hours on copper, up to 24 hours on cardboard and up to three days on plastic and stainless steel.

Processing daily mail or dropbox mail will require gloves and disinfectant. Envelopes shall be immediately disposed in a garbage can.

Maintenance and Sanitation Responsibilities

HEParks staff shall strive to keep a safe environment and implement the following procedures:

All HEParks facilities, including common areas, will be properly cleaned and sanitized prior to reintroducing staff to the facility.

All offices will be provided with cleaning and sanitizing products to use to fulfill employee responsibilities described below.

A scheduled cleaning will be determined to clean and sanitize public common areas on a regular basis. Frequency of such cleaning and sanitizing will depend on the phase of reintroduction described in Step Five. Common area cleaning and sanitizing includes, but is not limited to, the following:

- Doorknobs, push bars, handles, and panels
- Light switches
- Stair rails
- Restrooms
- Kitchens
- Plexiglas barriers/sneeze guards
- Countertops
- Elevator panels inside and out
- Mailboxes
- Filing Cabinets
- Copy machines and printers
- Common work areas and supplies

Modify workspace environments to reduce exposure as applicable to the facility:

- Install Plexiglas barriers/sneeze guards for front office counter and program space offices counter/desks.
- Remove all publications, periodicals, applications, etc. in public areas.
- Post information and signage throughout facility re: washing hands, sneezing, social distancing, etc.
- Gloves are required to process incoming mail and money.
- Floor marking on 6ft distances in all offices, cubicles and front office areas.

- Elevator is single use only.
- Modifications will be changed to some custodial tasks, including:
 - Garbage will need to be tied before it is pulled from the container.
 - Vacuum all carpets daily.
 - Swiffer mop all hardwood and tile floors.

Employee Responsibilities

- Masks must be worn by all employees in all common areas at all times. Gloves are at the discretion of each employee.
- Wash hands regularly with soap and water. When washing is not possible, hand sanitizer shall be utilized.
- Avoid touching eyes, nose, and mouth.
- Follow Health Screening protocol including temperature readings and communicating to the Administrative Team.
- Clean personal workspaces on a regular basis. Specifically, the following shared surface areas must be cleaned throughout the day:
 - Phone
 - Keyboard + mouse
 - Desk surface and drawers
 - File cabinets
 - Whiteboards & supplies
 - Chair arms and any other surface touched regularly
- For employees with their own office – light switches and door handles
- All appliances throughout the office.
- Avoid using other employee's supplies, equipment, phones, etc. If it is necessary to share equipment, please clean before and after use.
- Clean common areas after use. For example, wipe down counter after servicing a customer or wipe down computer keyboard after using a communal keyboard.
- Eat in personal work area when possible or in designated areas. After eating, wipe down all surfaces used (chair, table, countertop, microwave button, fridge handle, etc.). Do not provide communal food or beverages. No community plastic ware or paper plates will be available in the office until Phase 5.

- Use proper hygiene etiquette:
 - Cover mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
 - Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.
 - Learn more about coughing and sneezing etiquette on the CDC website.
https://www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

Cleaning and Disinfecting If Someone Is Symptomatic

If an employee has developed symptoms of COVID-19 in the workplace, the area(s) used by the employee must be thoroughly cleaned and disinfected prior to being used again.

1. Close off areas used by the person who is symptomatic. Next, open outside doors and windows to increase air circulation in the area. Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
2. Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like keyboards, phones, etc.
3. If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

Step 4. Develop Department Work Plans to Minimize Risk

The Administrative Team shall evaluate the needs of the agency, the safety of their employees, and the needs of the public/customers. It is anticipated that the return to full staffing at all HEParks facilities and the introduction of staff and the public to facilities will occur in phases and follow the recommendations and orders issued from the County, State and Federal government. The goal of Step 4 is to proactively plan for resuming business and to safely reintroduce the staff into the facility.

As the Administrative Team develops the Return to Work Plan the following should be taken into consideration:

- *Identify Functions.* What functions can be administered at the employee's home and which must occur at a HEParks facility. Which functions can be administered and how can they be administered when a facility is closed to the public, if the public has restricted access and when the public has unrestricted access. Workflow and work plans for employee assignments must be developed that will satisfactorily provide public service under these various work conditions.
- *Evaluate Department Layout and Staffing Needs.* Can all employees be at their assigned work areas at one time and achieve social distance standards? The Administrative Team will need to determine if staggering employees at home and in the office would help accomplish a safe distance between employees. Consideration shall be given to alter the workday shifts (vary start/end times or extend

workdays/shifts to eliminate a shift). This may require a relocation of an employee's workstation assignment.

- *Identify Department Equipment Needs.* For those functions that can occur from an individual employee's home, Directors shall identify their equipment needs and create employee work-at-home plans to ensure all department functions are being addressed by each employee. The work plan will include the methods of obtaining additional equipment, instructions, and work documentation for completing all responsibilities. The work plan will include defined dates/times for when employees are expected to obtain the equipment, instructions, and work documentation.
- *IT Needs.* The Information Technology Manager shall coordinate all technological equipment needs within the District. Personal laptops can be given secured connections into a user's desktop work computer therefore providing the user access to all network and local drives and the programs the user is accustomed to utilizing for their everyday responsibilities. Additionally, the District has the ability to forward landline phone calls to other phone lines such as cell phones or home phones.
- *Identify Department Cleaning and Sanitization Process and Needs.* The Administrative Team shall be responsible for ensuring their staff are implementing the required procedures for their workspaces and department. The Maintenance staff or designated Manager at each facility will oversee replenishment of supplies.
- *Develop an Absenteeism Strategy.* The Administrative Team will evaluate operation plans if absenteeism spikes from increases in sick employees, those who stay home to care for sick family members, and those who must stay home to watch their children if dismissed from childcare programs and K-12 schools. Plan to monitor and respond to absenteeism at the workplace. Implement plans to continue essential business functions in case HEParks experiences higher than usual absenteeism. Prepare to institute flexible workplace and leave policies. Continue to cross-train employees to perform essential functions so the workplace can operate even if key employees are absent.

Step 5. Reintroduce Employees and the Public into the Workspace

The following phases were prepared with the goal of returning all HEParks facilities and their functions back to "business as usual" prior to the COVID-19 pandemic. Each phase was developed by adding onto the previous phase. These phases do not need to happen in sequential order. If necessary, based on the recommendations of the County, State, and Federal government, phases could be reversed to adapt to the situation. The phases do not necessarily coincide with the "Restore Illinois" phases.

Phase 1. Preparation – Closed to the Public

HEParks facilities and vehicles will be cleaned prior to Phase 2. Administrative staff and other limited supervisory staff (as determined necessary by Directors) are to report to work to ensure all necessary preparations, procedures, and equipment is in place. Developed work plans shall adhere to strict social

distancing practices. Work plans could include staggered shifts, staggered breaks, and arrangements for employees to work remotely or other strategies to limit the number of employees working together. During this phase, it is imperative that staff observe all applicable procedures identified in Step 3, above.

The expected duration of Phase 1 is 3-5 days, or until all preparations are complete. It is important that all preparation in Phase 1 are completed before moving to Phase 2.

Phase 2. Implement Department Work Plans – Closed to the Public

Following completion of Phase 1, Work Plans developed in Step 4 will be implemented. Additionally, Directors shall:

- Encourage all employees who can work from home to continue to do so.
- Make arrangements for staff to train on how to use PPE, what PPE is necessary, how to properly put on, use, and take off PPE, and how to properly dispose of PPE.
- Educate staff about how they can reduce the spread of the virus (at work and at home) and their personal responsibilities in Step 3, above.
- Enforce the “no in-person meeting” rule with the public and at any HEParks facility. Meetings shall be conducted via conference call or an online meeting platform.
- Ensure employees are still following the Health Screening protocol including temperature checks.
- The expected duration of Phase 2 is contingent on the severity of the epidemic within the localized area. The Executive Director will utilize all available recommendations provided by the national, regional, and local authorities/experts in determining if advancing to Phase 3 of this Plan is appropriate.

Phase 3. Restricted Public

During Phase 3, HEParks will permit restricted public access to facilities. Restricted access means:

- All employees who can work from home should continue to do so.
- Visual screening for COVID-19 symptoms will occur by HEParks employees for any visitors. All concerns regarding symptomatic visitors, or unsafe behavior, should be reported to the Administrative Team immediately.
- Limiting/regulating the number of individuals from the public permitted to enter the building. The number of individuals permitted entrance could change periodically based upon the conditions observed in the community or applying the generally accepted practices created on knowledge of the COVID-19 virus.
- Meetings with the public within the HEParks office are by appointment only. All in-person meetings will comply with the 6-foot rule and will provide sanitizing products and pre/post-meeting cleaning measures.

- All visitors entering an employee accessed workspace/work area or meeting area within offices will be required to wear a mask and adhere to the 6ft social distancing.
- Employees are still required to self-check their temperatures daily when reporting to work.

Additionally, during this phase, staff working remotely may be reintroduced to the facility as needed provided adequate social distance and sanitation measures can still be enforced. HEParks will perform tasks deemed low risk and necessary for departmental functions, and where social distancing can be observed.

The expected duration of Phase 3 is contingent on the severity of the epidemic within the localized area. The Executive Director will utilize all available recommendations provided by the national, regional, and local authorities/ experts in determining if advancing to Phase 4 is appropriate, or a return to a previous phase is required.

Phase 4. Open to Public – Normal Operations with Continued Social Distancing/Safety Protocol

The public will be permitted to enter the facility. Social distancing of 6-feet is still in place during this phase for visitors and remains a requirement for employees. This means providing services to the public with the possibility of limited on-site staffing.

- All employees who can work from home should continue to do so.
- Visual screening for COVID-19 symptoms will occur by HEParks employees for any visitors. All concerns regarding symptomatic visitors, or unsafe behavior, should be reported to the Administrative Team immediately.
- HEParks staff will perform job functions while maintaining social distancing.
- Employees are still required to self-check their temperatures daily when reporting to work.
- All visitors entering an employee accessed workspace/work area or meeting area within offices will be required to wear a mask and adhere to the 6ft social distancing.

The expected duration of Phase 4 will continue until the threat of contracting COVID-19 is considered nearly/entirely eliminated or until the risk of employee-to-employee infections is deemed minimal. If there is an epidemic recurrence, a previous phase may be more appropriate for re-implementation.

Phase 5. Open to Public - Normal Operations with Full Staffing

The last phase would be the phase that we formally knew as “business as usual” before the COVID-19 epidemic. The office will return to full-time staffing during regular business hours. The necessity for safety protocols (such as the 6-foot rule) and equipment (Plexiglas barriers, face masks/covering, or latex gloves) would be gradually phased out but the sanitizing of hands and office surfaces will remain as normal daily work procedure. If there is an epidemic recurrence, a previous phase will be re-implemented.

Return to Program Procedures

Procedures for General Programs

When possible, communication should not be face to face. Use of email, phone and virtual contact is encouraged. When we look at handling a situation, we must first say that safety comes before etiquette. This doesn't mean we toss consideration, respect and honesty out the window. But it does mean that how we interact and what is deemed "polite" or "acceptable" behavior will change during this time.

We are going to be creating more space between us and the world around us and that includes the people in it. It may feel weird but the faster we adapt and feel confident with these practices, the faster we can do our part to help stop this pandemic. Do not engage in any unnecessary communication with the public. If needed, refer them to call the HEParks office.

Drop off and pick up procedures

- Before entering the program facility, participants and anyone with them over the age of two must be wearing a mask or face covering when social distancing measures are difficult to maintain.
- Participants will be dropped off and picked up via curbside at the facilities. Some programs may require a parent/guardian to enter the building with a participant. We encourage everyone to use the curbside service to keep the number of patrons in our facility to a minimum.
- Once the participant has been dropped off, he/she will be escorted to their program by the staff.
- Temperature self-checks are to be complete before entering program.
- Label all items, including face masks. HEParks cannot be responsible for lost or stolen items.
- Contact the HEParks office if participant will be absent from a program and inform them if it is related to COVID –19.

Programs at Park Districts

Staff are expected to follow the HEParks procedures. Cleaning should take place prior to the program starting and upon completion. Routine cleaning should take place during program.

Visitors and activities (such as field trips) involving other groups are prohibited. Staff may need to modify programs to be set up for skills rather than contact.

Programs with food must serve meals in classrooms. Meals should not be family-style, each participant should have their plate prepared and have their own utensils.

In prioritizing the health and wellness of all, all swimming and splashpad use has been suspended until further notice. Health authorities continue to urge caution when it comes to whether water can help transmit coronavirus (COVID-19).

Staff must develop procedures that ensure adequate supplies for the number of participants in each group to minimize sharing of high-touch materials to the fullest extent possible. For example, staff will procure sufficient art supplies, assign equipment to a single participant or require participants to bring their own supplies etc. If there are not enough high-touch materials for each participant, staff must assure that materials are disinfected between uses and that participants wash their hands before and after using shared supplies.

Outdoor activities and sports

Social distancing should be encouraged whenever possible. Programs should have enhanced social distancing measures and should be held outside whenever feasible.

- Instructors should make hand sanitizer or hand washing stations available.
- Minimize sharing of high-touch equipment. If equipment is to be shared, instructors should sanitize between each use.
- Group sizes should be limited to 50 total participants (25 total participants, coaches and referees per team).
- Thirty feet of distancing should be maintained between groups and opposing team on the sidelines.
- Teams/groups should be static with no mixing of employees or groups for the duration of the season, if practical.
- Participants should bring their own source of water.
- Participants should wear a face covering when social distancing is not possible.

Fitness Center Procedures

Fitness Centers are permitted to reopen in Phase 4. Saunas, hot tubs and steam rooms will remain closed until Phase 5.

- Contact exercises are permitted providing participants are tested before starting the contact exercise and minimally every two weeks for the duration. Participants are limited to one location and the participants should kept static for at least 10 days.
- Common areas will be disinfected frequently. Any equipment should be sanitized after each use by participant. Sanitizing supplies will be provided near all equipment and exercise areas.
- The fitness center will be limited to 50% occupancy. If the area exceeded 50% occupancy during given time frames based on facility usage pattern, a system for reserving a time will be put in place.
- Multiple groups are permitted in a space at once provided there is a 30 foot distance between each group.
- Class schedule should minimize interactions between classes and allow for sanitizing between uses.
- Customers must wear a face covering when not exercising.

- A health screening should be completed before allowing entrance or before a class by asking whether they are currently exhibiting COVID-19 symptoms. If customer has any symptoms, they must wait to enter the premises until they are fever free for 72 hours and at least 10 days have elapsed since they first exhibited symptoms.
- Customers should maintain 6 feet of distance between other patrons not from the same household.
- Lap swimming will be permitted with one person per lane unless a member of the immediate household. The activity pool will remain closed for open swim.

Appropriate PPE equipment

Before caring for participants staff will receive training on when and what PPE is necessary, how to put on and take off PPE, limitations of PPE, and proper care, maintenance, and disposal of PPE.

PPE equipment that all staff will receive from HEParks:

- Face mask/face covering: Mask ties should be secured on crown of head (top tie) and base of neck (bottom tie). If mask has loops, hook them appropriately around your ears.
- Face shield or goggles: Face shields provide full face coverage. Goggles also provide excellent protection for eyes.
- Gloves: Perform hand hygiene before putting on gloves.
- Plastic clothing covers: for large emergencies.
- Standard issued HEParks first aid kit
- Forehead thermometer: Use to take staff and participant temperatures.
- PPE that will be available at all Program spaces:
 - Hand Sanitizer
 - Antibacterial wipes: Use for cleaning surfaces.
 - Antibacterial spray: Use for cleaning surfaces.
 - Facial tissues: Use as needed.
 - Buckets for individual program supplies

Procedures for Participants and Staff

All participants and program staff will adhere to the social distancing regulations. Programs should have enhanced social distancing measures and should be held outside whenever feasible.

Cloth face coverings must be worn by all employees and participants over the age of two when social distancing measures are difficult to maintain. Face coverings may be removed for a short time when necessary, such as when playing a musical instrument, but must be worn at all other times.

Staff and participants must wash hands frequently using hot water and soap. If soap and water are not readily available. Staff should require frequent handwashing or use of hand sanitizer, if handwashing is not available, for the participants. This includes upon entry into the facility, before and after an activity, and is recommended on an hourly basis. Childcare and camp employees must supervise participants when using hand sanitizer.

Staff must wash their hands often, especially before and after the following duties:

- Before, during, and after preparing food
- Before eating food
- Before and after treating a cut or wound
- After using the toilet
- After blowing your nose, coughing, or sneezing
- After touching garbage
- Before touching your eyes, nose, or mouth

Follow these five steps every time:

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them

How to use hand sanitizer

1. Apply the gel product to the palm of one hand (read the label to learn the correct amount).
2. Rub your hands together.
3. Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

Note: Sanitizers do not get rid of all types of germs. Hand sanitizers may not be as effective when hands are visibly dirty or greasy.

COVID-19 Diagnosis

If a staff member or participant has been diagnosed with COVID-19, they may not return to any District facility until they receive a negative test a minimum of 14 days after their positive test. Any staff member or participant that has come in close contact (within 6 feet for 15 minutes or longer) with someone that has been diagnosed with COVID-19 must self-quarantine for 14 days.

Routine cleaning and disinfecting

Maintenance staff will deep clean regularly and frequently throughout the day. Rooms will be completely sanitized prior to another group being allowed to use the space making use of sanitizing foggers where appropriate. This includes tables, doorknobs, light switches, countertops, handles, sinks, faucets, toys, and recreation equipment. Staff must maintain an adequate supply of disinfectant, hand sanitizer, and paper towels to have available.

Personal Space

In wake of the COVID-19, the concept of respecting personal space around the world has been redefined. Whether acting under government orders or following basic public health advice, people all around the world are putting distance between themselves to keep the coronavirus at bay. The new rules of engagement call for maintaining a gap of six feet to prevent possible exposure when an infected individual coughs or speaks. Therefore, no touching interactions such as hugging, shaking hands, high fives, etc.

Proper covering of sneezing and coughing

Cover your mouth and nose with a tissue when coughing or sneezing or cough/sneeze into your elbow. Use the nearest waste receptacle to dispose of the tissue after use. Perform hand hygiene after having contact with respiratory secretions and contaminated objects/materials.

Participant Health Screens

Health screenings for participants will be self-check, on a daily basis prior to program. Health screenings should be verified but no medical information will be documented. Guardian assistance will be required, if participant is not able to conduct self-check on their own.

Participant Responsibilities

- If any of the below symptoms, participant will be required to stay home.
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue

- Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- Temperature self-checks before entering programs. Self-check at home and communicate that temperature is under the max temperature of 100.4 degrees when they arrive at program. This can be verbal or written, will be based on participant abilities and needs.
 - Identification of any close contact (within 6 feet for 15 minutes or longer) in the last 14 days with someone with a diagnosis of COVID-19
 - Identification of anyone who has travelled internationally or domestically in the last 14 days
 - Health guidelines are to be explained to all participants and staff, in an age-appropriate manner.
 - Staff must teach and model social distancing, creating space, and avoiding unnecessary touching, in an age-appropriate manner.

Required Cleaning for all HEParks Program Spaces

Routinely clean and disinfect frequently touched surfaces. Follow guidelines for each area.

- Bathroom – Clean at dedicated interval
- Door handle
- Faucet/toilet handles
- Garbage lid
- Light switch
- Soap dispenser
- Office – Clean at the end of each day
- Computer keyboard and mouse
- Copier
- Light switch
- Phone
- Chair arm rests
- File cabinets/storage cabinets
- Hallway – Clean at intervals through the day
- Door handles/Push handles Kitchen – Clean after each use

- Appliances used
- Countertops
- Handles (cabinets, door, drawers, microwave, refrigerator/freezer, etc.)
- Light switch
- Utensils and pots/pans
- No plastic or paperware will be provided for staff use.
- Rooms – Clean after each use
- Equipment used
- Chairs
- Door handle
- Light switch
- Table

Properly dispose of gloves.

Garbage will need to be tied before it is pulled from the container. Wash hands when finished cleaning of anything.

HEParks Storerooms

Before removing anything from the storeroom it must be disinfected, left on the item for 1 minute and dried. Staff must develop procedures that ensure adequate supplies for the number of participants in each group to minimize sharing of high-touch materials to the fullest extent possible. For example, staff will procure sufficient art supplies, assign equipment to a single participant, etc. If there are not enough high-touch materials for each participant, staff must assure that materials are disinfected between uses and that participants wash their hands before and after using shared supplies.

Whole Team Cooperation

A successful restoration of HEParks operations cannot occur without the full cooperation of all its employees. Cooperation means working together to achieve a common goal, which is to provide comprehensive public service without sacrificing the health and safety of our employees and participants. In the workplace, this means a healthy environment in which employees work together to achieve both professional and organizational objectives.

This manual for restoring operations, shall be followed to ensure the purpose of the document is being fulfilled, that is to protect employees and the public and reduce the spread of COVID-19. This plan shall be followed by the Administrative Team and employees and can only be modified by the Executive Director or his/her designee. Each time an employee modifies, makes an exception or does not enforce a procedure outlined within, it erodes the effectiveness of the plan and puts individuals at risk.

Resources

Resources to stay up-to-date on COVID-19 Development.

Websites

Centers for Disease Control: CDC <https://www.cdc.gov/>

World Health Organization: WHO <https://www.who.int/>

U.S. State Department: State Dept <https://www.state.gov/>

Illinois Dept. of Public Health: IDPH <http://www.dph.illinois.gov/>

Articles

CDC – How to Protect Yourself

Source: <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>

CDC – How it Spreads

Source: <https://www.cdc.gov/coronavirus/2019-ncov/prepare/transmission.html>

Proper Hand Washing

Source: <https://www.cdc.gov/handwashing/when-how-handwashing.html>

Coronavirus Symptoms, or Something Else?

Source: <https://www.cnn.com/2020/03/11/health/coronavirus-cold-allergies-flu-difference-symptoms-wellness-trnd/index.html>

PDF's Located on BambooHR in Files section

OSHA 3990-03 2020 Guidance for Preparing Workplaces for COVID-19 Source:

<https://www.osha.gov/Publications/OSHA3990.pdf>

State of Illinois Executive Order in Response to COVID-19 (Executive Order No. 8)

Source: <https://www2.illinois.gov/Documents/ExecOrders/2020/ExecutiveOrder-2020-10.pdf>

OSHA Alert: Prevent Worker Exposure to Coronavirus (COVID-19) Source:

<https://www.osha.gov/Publications/OSHA3989.pdf>

MEMORANDUM NO. M20-073

TO: A&F Committee
FROM: Craig Talsma, Executive Director
Nicole Hopkins, Director of Finance & Administration
RE: Surplus Ordinance O20-002
DATE: June 23, 2020

Background

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

Implications

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

Disposal List – old or broken IT equipment (2020)

Quantity	Description	Value	Reason
41	Desktop Computers (Acer, HP)	\$0	Upgraded, Inoperable
2	Laser Printers (HP, Xerox)	\$0	Upgraded, Inoperable
4	Network Switches (Cisco, Allied Telesis, HP)	\$0	Upgraded, Inoperable
21	Computer Monitors (HP, Acer, Dell)	\$0	Upgraded, Inoperable
5	Boxes of Misc. Network Cables, Computer Parts, Desk scanners, external drives, AC adapters, power supplies, docking station, sound cards, calculators, receipt printers, cellular/mobile phones, Keyboards, & Mice	\$0	Upgraded, Inoperable
2	Inkjet Printers (HP, Epson)	\$0	Inoperable
2	Cash Drawers	\$0	Inoperable

Quantity	Description	Value	Reason
2	Flat screen LCD TV	\$0	No longer used
1	Mac Pro Monitor	\$0	Inoperable, dim screen
1	HP all-in-one computer	\$0	Inoperable, cracked screen
2	iMac all-in-one computers	\$0	Upgraded, Inoperable
5	UPS Backup (large, small) & batteries	\$0	Upgraded, Inoperable
3	Exacqvision security camera servers	\$0	Upgraded, Inoperable
1	Typewriter	\$0	No longer used
1	Fax Machine	\$0	Upgraded

Recommendation

Staff recommends that the A&F committee recommends that the full board approve the attached Ordinance O20-002 an “Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District”.

ORDINANCE NO. 020-002
AN ORDINANCE AUTHORIZING THE DISPOSAL, SALE OR TRADE-IN
OF SURPLUS PROPERTY OWNED BY THE
HOFFMAN ESTATES PARK DISTRICT

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

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

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

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

Quantity	Description	Current Value
41	Desktop Computers (Acer, HP)	\$0
2	Laser Printers (HP, Xerox)	\$0
4	Network Switches (Cisco, Allied Telesis, HP)	\$0
21	Computer Monitors (HP, Acer, Dell)	\$0
	Boxes of Misc. Network Cables, Computer Parts, Desk scanners, external drives,	
5	AC adapters, power supplies, docking station, sound cards, calculators, receipt printers, cellular/mobile phones, Keyboards, & Mice	\$0
2	Inkjet Printers (HP, Epson)	\$0
2	Cash Drawers	\$0
2	Flat screen LCD TV	\$0
1	Mac Pro Monitor	\$0
1	HP all-in-one computer	\$0
2	iMac all-in-one computers	\$0

5	UPS Backup (large, small) & batteries	\$0
3	Exacqvision security camera servers	\$0
1	Typewriter	\$0
1	Fax Machine	\$0

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

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

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

PASSED and APPROVED this _____ day of _____, 2020.

AYES _____

NAYS _____

ABSENT _____

President

ATTEST:

Secretary

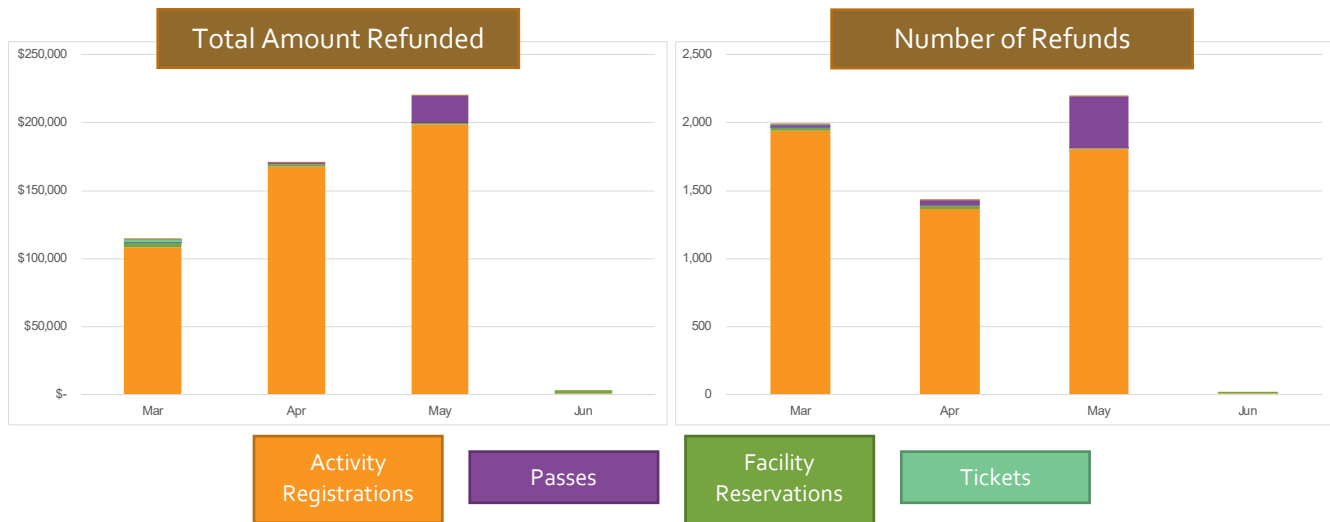
Memorandum M20-071

To: A&F Committee
From: Craig Talsma, Executive Director
Nicole Hopkins, Director of Finance and Administration
Lynne Cotshott, Superintendent of Business
RE: Finance and Administration Board Report
Date: June 23, 2020

Administration and Finance Review

Business Department

The business department has been bustling the past two and a half months. We have processed 5,909 refunds for a total of \$536,765.52 returned to customers. The refunds were predominantly for activities with the Star, ELC, and Preschool programs being the most significant portion. Many programs need to be analyzed on a participant basis to ensure the refunds were for the proper amount. Pass monthly payments were suspended, and the bills were deleted to ensure that when payments resume, customers are not charged for all outstanding bills.



Staff identified all households with invalid addresses and then corrected them. Invalid addresses cause difficulties in reporting on where patrons are coming from, the distance traveled to attend our programs, and statistical analysis of the number of residents served. We also identified and corrected all duplicate fee codes. These will cause patrons to be charged an incorrect fee and are usually only identified during processing.

Vendors with no activity were inactivated to reduce search times. Vendors were contacted to encourage Credit Card payments to increase the District's cashback potential. Vendors that charged a surcharge for credit card payments were urged to accept ACH payment to save the cost of printing and mailing checks. Of our active vendors, 7.22% are paid by ACH, 4.14% are paid by credit card, and the remaining are paid by paper check.

1,220 accounts payable payments were processed, including 514 refund checks. 1,156 payroll payments were processed, including a special run for part-time furloughed employees.

April and May Payrolls:

- 04/03/20 \$188,843.38
- 04/17/20 \$231,411.39
- 05/01/20 \$141,853.57
- 05/15/20 \$147,535.58
- 05/29/20 \$156,506.85

Multiple analysis reports were completed. Examples include:

- Lost revenue estimates
- Pass member usage
- Room usage
- Impact of reductions to expenses
- Impact of decisions regarding staffing changes
- Reports to calculate partial fee refunds
- Reviews of employee job codes
- Review for inactive employees
- Review for inconsistent employee information
- New accounts payable report to highlight transactions of significant dollar amounts
- New financial statement to enable better review of COVID-19 impact

With the frequency of changes to laws and advisories, staff needed to review a large number of sources to determine the impact on the District. These include information from the CDC, the State of Illinois, the Illinois Department of Employment Security, OSHA, PDRMA, the CARES Act, the Families First Coronavirus Response Act, Executive Orders, FEMA, and numerous other sources.

The new virtual classes were created in RecTrac as well as the Phase 3 programs that were predominantly new offerings. Staff needed to determine how to allow for online registration for programs previously only allowing in-person registration and how to create a delayed payment option in case the activities required revised start dates. Additional features for Installment Billing updates were reviewed and tested to determine what steps will be necessary if there are temporary fee changes.

A new credit card processor was set up to allow for online tee-time reservations. We also needed to develop a process for posting the online transactions into the general ledger from the EZLinks report without the need to re-type all the information. This information can now be imported from an Excel file directly into the financial software.

The audit of the Comprehensive Annual Financial Report was completed.

Business Staff assisted with changing e-mail addresses on programs to reflect the staffing changes.

New beverage cart credit card devices were purchased, set-up was completed and the devices were tested. These all-in-one devices will resolve previous issues with the separate reader being disconnected from the tablet.

New forms were developed to request leave under the new Families First Coronavirus Response Act and to meet the requirements of OSHA for tracing documentation.

Policies and procedures were created or revised to address the changes necessary due to COVID-19.

- Families First Coronavirus Response Act compliance procedure
- Change to timesheet procedures
- Return to Work procedure and summary
- Electronic Attendance at Meetings Policy

Human Resources

- Processed six new part-time hires.
- Attended COVID-19 safety webinars provided by IAPD, IRPA and PDRMA.
- Attended IMRF annual rate webinar.
- Attended Safety Committee Group Webinar regarding best reopening practices.
- Completed IMRF audit information and submission.

Information Technology Department

Many tasks are routine and must be completed to ensure our systems are up and running. There are daily logs that need to be reviewed, space issues that need to be addressed, backups that need to be verified, and many other system diagnostic efforts.

There are still many user support issues that need to be regularly addressed. Even with the reductions in staff, those staff still working were doing so predominantly remotely that few staff were familiar with. Additionally, with so many employees now covering tasks that were previously assigned to full or part-time staff not working, many questions arose as a result.

- Completed the alarm system installation.
- Worked with independent contractors to complete the installation of network support to the new functional fitness and strength training areas at The Club.
- Increased disk space for District data storage.
- Deployed new routers at TCIA and the maintenance building.
- Researched the replacement of the District firewall equipment. Provided information detailing the long term cost savings and deployed the new hardware. Software is currently being configured and a cutover date will be scheduled.
- Addressed service issues with the customer Wi-Fi at TCIA.

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
 INVOICE DUE DATES 05/13/2020 - 06/09/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

VENDOR NAME							
INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
ACCURATE INDUSTRIES INC							
325748	11-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	THE CLUB	MAINTENANCE	PS-STEAM ROOM MAINTENANCE 1/EA	CHECK	942.85
ACCURATE INDUSTRIES INC Total							942.85
ADIDAS AMERICA INC							
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIPPING	CAPONE	68.17
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIRT FOR RESALE (23)	CAPONE	828.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIRT FOR RESALE (6)	CAPONE	201.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIRT FOR RESALE (3)	CAPONE	97.50
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	RAIN PANTS (4)	CAPONE	140.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	RAIN JACKET (5)	CAPONE	230.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SOCKS FOR RESALE (36)	CAPONE	144.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	HAT FOR RESALE (4)	CAPONE	56.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	TRUCKER HAT (6)	CAPONE	75.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	HAT FOR RESALE (11)	CAPONE	154.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	TRUCKER HAT (3)	CAPONE	37.50
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	BELT RESALE (11)	CAPONE	60.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	OUTERWEAR JACKET (8)	CAPONE	260.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SKORTS (2)	CAPONE	70.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIRTS (5)	CAPONE	137.50
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	SHIRTS (3)	CAPONE	90.00
5661	14-40-4500-5150	PRO SHOP - CLOTHING (COGS)	BPC	GOLF OPERATIONS	CREDIT 6177337802	CAPONE	(57.74)
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	SHIPPING	CAPONE	142.94
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	ADIDAS SHOES PTT	CAPONE	5,100.00
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	TECH RESPONSE SHOE RESALE (9)	CAPONE	351.00
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	S2G SHOE (9)	CAPONE	540.00
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	WOMENS TECH RESPONSE SHOE (6)	CAPONE	252.00
5661	14-40-4500-5140	PRO SHOP - GOLF SHOES (COGS)	BPC	GOLF OPERATIONS	CREDIT MEMO 6175440964	CAPONE	(744.71)
615000834	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF SHIRTS 124	CAPONE	27.50
6150014531	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF SHIRTS 124	CAPONE	27.50
615006667	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF SHIRTS 124	CAPONE	1,863.73
61799227233	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	SHIPPING	CAPONE	53.60
61799227233	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF SHIRTS 124	CAPONE	1,289.15
61799227233	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF JACKET	CAPONE	62.99
61799227233	11-10-7100-5020	UNIFORMS	THE CLUB	ADMINISTRATION	STAFF SHIRT (2)	CAPONE	55.00
ADIDAS AMERICA INC Total							11,611.63
ADVANCE AUTO PARTS							
5533	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	STABILIZER LINK FOR 520	CAPONE	33.19
ADVANCE AUTO PARTS Total							33.19
ADVANCED ELEVATOR COMPANY							
47603	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- BASIC MAINT. LIFTS (3)	INVOICE	586.77
47603	02-34-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	WILLOW REC CENTER	WRC- BASIC MAINT. LIFT (1)	INVOICE	195.59
47603	11-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	THE CLUB	MAINTENANCE	CLUB- BASIC MAINT. LIFT (1)	INVOICE	195.59
47603	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	BPC- BASIC MAINT. LIFTS (2)	INVOICE	391.18

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
INVOICE DUE DATES 05/13/2020 - 06/09/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

VENDOR NAME							
INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
ADVANCED ELEVATOR COMPANY Total							1,369.13
AJ OLESON CONSTRUCTION							
2	01-99-0140-5000	SO RIDGE PARK/SPLASHPAD	GENERAL	CAPITAL PROJECTS	EARTHWORK AT SOUTH RIDGE	INVOICE	181,906.65
AJ OLESON CONSTRUCTION Total							181,906.65
Alexandra Prioletti							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-A Class Refund	CHECK	150.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-D Class Refund	CHECK	81.00
Alexandra Prioletti Total							302.00
Alice Vogel							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SCMRI Type: Pass Refund	CHECK	8.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSMS Type: Pass Refund	CHECK	105.30
Alice Vogel Total							113.30
AMAZON.COM INC							
0010629	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	CLUTCH FOR Z TURN MOWERS	CAPONE	550.95
0927459	14-40-7500-5100	GOLF COURSE SUPPLIES	BPC	GOLF OPERATIONS	AFRAME SIGN HOLDERS (4)	CAPONE	195.92
2756252	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	CLUTCH FOR Z TURN MOWERS	CAPONE	550.95
3857831	01-20-8200-5020	PARK STRUCTURE MAINT. & REPAIR	GENERAL	MAINTENANCE	PARKS- GRAFFITI REMOVER 5 GAL (1)	CAPONE	402.50
3865854	01-10-7500-5000	OFFICE SUPPLIES	GENERAL	ADMINISTRATION	CLOVER FLEX RECEIPT PAPER	CAPONE	38.50
4400247	02-15-7900-5000	ADVERTISING	RECREATION	C&M	C & M LAMINATE- 50% OF 2 BOXES	CAPONE	46.04
4400247	02-60-5200-5000	PRESCHOOL EXP	RECREATION	EARLY CHILDHOOD	PRE SCHOOL LAMINATE- 25% OF 2 BOXES	CAPONE	23.02
4400247	02-60-5500-5000	CHILD CARE PRGM EXP	RECREATION	EARLY CHILDHOOD	ELC LAMINATE-25% OF 2 BOXES	CAPONE	23.02
6410629	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	APC BATTERY REFUND	CAPONE	(33.05)
6550644	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PARKS- EXTERNAL DRIVE 2TB- FOOTAGE (1)	CAPONE	94.98
6550644	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PARKS- MICRO SD CARDS- FOOTAGE (1)	CAPONE	22.99
6550644	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PRIORITY DELIVERAY FEES	CAPONE	16.68
AMAZON.COM INC Total							1,932.50
AMERICAN SEALCOATING OF INDIANA INC							
1192	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	PARKS- PICKLEBALL CONVERSION- FAB (1)	INVOICE	19,400.00
AMERICAN SEALCOATING OF INDIANA INC Total							19,400.00
ANCEL GLINK PC							
3153130-052020	01-10-7300-5030	ATTORNEY FEES	GENERAL	ADMINISTRATION	ATTORNEY FEES	INVOICE	2,167.70
ANCEL GLINK PC Total							2,167.70
ANDERSON LOCK COMPANY							
7087028	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	DOOR REPAIR	INVOICE	278.00
ANDERSON LOCK COMPANY Total							278.00
Anessa Russo							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-B Class Refund	CHECK	76.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
INVOICE DUE DATES 05/13/2020 - 06/09/2020
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VENDOR NAME							
INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
Anessa Russo Total							76.00
Angela Villanueva							
5/20/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Balance Refund	CHECK	45.00
5/20/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-HS Class Refund	CHECK	80.00
Angela Villanueva Total							125.00
Angela Wallace							
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-E Class Refund	CHECK	4.00
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-AS Class Refund	CHECK	10.00
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-HS Class Refund	CHECK	40.00
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-E Class Refund	CHECK	190.00
Angela Wallace Total							244.00
Ann Furst							
5/27/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236113-C Class Refund	CHECK	27.50
5/27/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236113-A Class Refund	CHECK	55.00
5/27/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236113-B Class Refund	CHECK	55.00
5/27/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-A Class Refund	CHECK	54.00
Ann Furst Total							191.50
Arianna Ivashchenko							
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass PSCA Type: Pass Refund	CHECK	33.00
Arianna Ivashchenko Total							33.00
ART ARRIAGA							
052020	14-02-0234-2040	LEAGUE DEPOSITS	BPC	LIABILITIES	LEAGUE DEP REFUND	CHECK	252.00
ART ARRIAGA Total							252.00
ARTHUR CLESEN INC							
352051	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	SHIPPING	INVOICE	0.00
352051	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	1 1/4" LASCO SWING JOINT GASKETS 40	INVOICE	53.60
352051	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	1 1/2" LASCO SWING JOINT GASKETS 40	INVOICE	60.80
ARTHUR CLESEN INC Total							114.40
Arti Verma							
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 224304-AA Class Refund	CHECK	84.00
Arti Verma Total							84.00
Ashley Vittorini							
5/13/2020 12:00:00 A 01-02-0220-2900		CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-A Class Refund	CHECK	170.00
Ashley Vittorini Total							170.00
A-SPECIAL ELECTRIC SERVICES							
152116	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-30LED T8 T08L31-F-40H 30/EA	CAPONE	195.00
152116	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-10-18DL/830/RS 8/EA	CAPONE	72.00

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
INVOICE DUE DATES 05/13/2020 - 06/09/2020
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VENDOR NAME							
INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
A- 152116	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-10LED-A190M-UV4K 8/EA	CAPONE	56.00
A-SPECIAL ELECTRIC SERVICES Total							323.00
B&H PHOTO VIDEO							
1063104717	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINISTRATION	AXIS T94N01D PENDANT MOUNT FOR SEC CAM	CAPONE	86.51
B&H PHOTO VIDEO Total							86.51
BALDEMAR GOMEZ							
P89981	01-20-7100-5020	UNIFORMS	GENERAL	MAINTENANCE	PARKS- BOOT REIMBURSEMENT B.G (1)	CHECK	114.74
BALDEMAR GOMEZ Total							114.74
BARTLETT PARK DISTRICT							
1725192	02-50-5100-5060	TEEN CAMP EXP	RECREATION	GENERAL PROGRAMMING	TEEN CAMP DEP BART PARK DIST 7/1-REFUND	CAPONE	(252.00)
BARTLETT PARK DISTRICT Total							(252.00)
Bartlomiej Filipek							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	85.00
Bartlomiej Filipek Total							85.00
BEVERLY MATERIALS LLC							
250676	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- WASHED STONE (1)	INVOICE	39.38
BEVERLY MATERIALS LLC Total							39.38
Brandon LeFebvre							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-D Class Refund	CHECK	81.00
Brandon LeFebvre Total							81.00
Brittany Schuster							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256211-C Class Refund	CHECK	99.00
Brittany Schuster Total							99.00
BURRIS EQUIPMENT CO							
PS28829	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	SHIP	CAPONE	13.70
PS28829	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	1) JACOBSEN #500359 SEAL KIT	CAPONE	92.86
BURRIS EQUIPMENT CO Total							106.56
BUSHNELL,INCORPORATED							
0016834200	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- PIPING- PRINCETON (1)	INVOICE	55.44
BUSHNELL,INCORPORATED Total							55.44
CALL ONE							
243293	01-10-8000-5030	TELEPHONE	GENERAL	ADMINISTRATION	ADMIN FAX	CHECK	220.29
243293	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PARKS FAX/ALARM/IRRIG	CHECK	311.55
243293	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	REC FAX/ALRM/ELEV/ATM	CHECK	1,650.58
243293	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA FAX/ALARM/WTR	CHECK	147.17
243293	11-10-8000-5030	TELEPHONE	THE CLUB	ADMINISTRATION	PS FAX/ALRM/ELV/ATM	CHECK	666.69

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INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
CA 243293	14-10-8000-5030	TELEPHONE	BPC	ADMINISTRATION	BPC FAX/ALRM/ELV/ATM/IRG	CHECK	686.06
CALL ONE Total							3,682.34
CAPITAL MEBER/CASH REIB							
052020	01-10-9000-4010	PURCHASING CARD INCOME	GENERAL	ADMINISTRATION	PURCHASING CARD INCOME	CAPONE	(1,037.59)
CAPITAL MEBER/CASH REIB Total							(1,037.59)
CARDCONNECT							
00021194	02-10-9000-5010	CREDIT CARD PROCESSING FEES	RECREATION	ADMINISTRATION	TC-EMV CC RENTAL-4 MAY20	INVOICE	100.00
00021194	02-10-9000-5010	CREDIT CARD PROCESSING FEES	RECREATION	ADMINISTRATION	WRC-EMV CC RENTAL-2 MAY20	INVOICE	50.00
00021194	02-10-9000-5010	CREDIT CARD PROCESSING FEES	RECREATION	ADMINISTRATION	SEA-EMV CC RENTAL-2 MAY20	INVOICE	50.00
00021194	11-10-9000-5010	CREDIT CARD PROCESSING FEES	THE CLUB	ADMINISTRATION	CLUB-EMV CC RENTAL-5 MAY20	INVOICE	125.00
00021194	14-10-9000-5010	CREDIT CARD PROCESSING FEES	BPC	ADMINISTRATION	BPC-EMV CC RENTAL-8 MAY20	INVOICE	200.00
CARDCONNECT Total							525.00
CATCHING FLUIDPOWER INC							
114903	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	HYDRAULIC HOSES FOR STUMP GRINDER	CAPONE	173.11
CATCHING FLUIDPOWER INC Total							173.11
CB TECH SERVICES INC							
001-2020	02-15-3800-5000	MARQUEE/SPONSORSHIP EXP	RECREATION	C&M	ONE SERVICE CALL FOR SIGN AT VOGELI	INVOICE	600.00
CB TECH SERVICES INC Total							600.00
CDW GOVERNMENT, INC.							
5045	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	ADTRAN 3140 ROUTER MOUNTING BRACKET 2	CAPONE	51.76
7037811012	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	HP 1420 5 PORT POE SWITCH 3	CAPONE	197.37
CDW GOVERNMENT, INC. Total							249.13
CENTRAL SOD FARMS							
23038	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- STRAW BLANKET- PRINCETON (4)	INVOICE	144.00
CENTRAL SOD FARMS Total							144.00
CHIGAGO DOGS							
45121	02-50-5100-5070	SPORTS CAMP EXP	RECREATION	GENERAL PROGRAMMING	CAMP FT DEP CHICAGO DOGS (7/1)-REFUND	CAPONE	(100.00)
CHIGAGO DOGS Total							(100.00)
Chris Block							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	67.50
Chris Block Total							67.50
Christine Barth							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	73.80
Christine Barth Total							73.80
Chuck Poremba							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	117.00

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Ch 5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSMS Type: Pass Refund	CHECK	55.08
Chuck Poremba Total							172.08
CLEAN CUT TREE SERVICES							
17159	14-20-8400-5000	GOLF COURSE SUPPLIES	BPC	MAINTENANCE	DELIVERY	INVOICE	100.00
17159	14-20-8400-5000	GOLF COURSE SUPPLIES	BPC	MAINTENANCE	YDS MULCH 20	INVOICE	360.00
CLEAN CUT TREE SERVICES Total							460.00
CLEVELAND GOLF							
5915625	14-40-4500-5100	PRO SHOP - GOLF BALLS (COGS)	BPC	GOLF OPERATIONS	SO GOLF BALLS - KAPLAN	CHECK	178.20
CLEVELAND GOLF Total							178.20
Colleen Trongnetpanya							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	78.00
Colleen Trongnetpanya Total							78.00
COMCAST							
101228547	01-10-8000-5030	TELEPHONE	GENERAL	ADMINISTRATION	ADM-COM INT/PRI/MBPS	CHECK	415.65
101228547	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM 50MBPS	CHECK	780.00
101228547	01-20-8000-5030	TELEPHONE	GENERAL	MAINTENANCE	PM-COM INT/PRI/MBPS	CHECK	207.82
101228547	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	REC-COM INT/PRI/MBPS	CHECK	2,078.24
101228547	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	TC-COM 28MB PORT	CHECK	678.00
101228547	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	WRC-COM 10 MB	CHECK	560.00
101228547	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM 20MB	CHECK	128.00
101228547	02-80-8000-5030	TELEPHONE	RECREATION	AQUATICS	SEA-COM INT/PRI/MBPS	CHECK	124.69
101228547	11-10-8000-5030	TELEPHONE	THE CLUB	ADMINISTRATION	PS-COM 20MB	CHECK	640.00
101228547	11-10-8000-5030	TELEPHONE	THE CLUB	ADMINISTRATION	PS-COM INT/PRI/MBPS	CHECK	831.30
101228547	14-10-8000-5030	TELEPHONE	BPC	ADMINISTRATION	BPC-COM 20MB	CHECK	512.00
101228547	14-10-8000-5030	TELEPHONE	BPC	ADMINISTRATION	BPC-COM INT/PRI/MBPS	CHECK	498.78
COMCAST Total							7,454.48
COMCAST CABLE							
0162651-0520	14-10-8000-5030	TELEPHONE	BPC	ADMINISTRATION	BPC BUSINESS INTERNET	CAPONE	218.35
MAY2020	01-10-8000-5030	TELEPHONE	GENERAL	ADMINISTRATION	TC BUSINESS INTERNET	CAPONE	198.40
MAY2020	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	FREEDOM RUN INTERNET	CAPONE	108.35
MAY2020	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	VOG BUSINESS INTERNET	CAPONE	141.67
MAY2020	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	WRC BUSINESS INTERNET	CAPONE	123.40
MAY2020	02-15-7600-5000	DUES & SUBSCRIPTIONS	RECREATION	C&M	TC COMCAST TV	CAPONE	95.13
MAY2020	11-10-8000-5030	TELEPHONE	THE CLUB	ADMINISTRATION	PS BUSINESS INTERNET	CAPONE	198.40
COMCAST CABLE Total							1,083.70
COMMONWEALTH EDISON							
2505400520	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	N RIDGE ELECTRIC	CHECK	54.35
33097000520	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	COTTONWOOD ELECTRIC	CHECK	32.49
85056000520	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	WESTBURY ELECTRIC DELIVERY	CHECK	16.17
COMMONWEALTH EDISON Total							103.01

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COMPLETE PLUMBING SOURCE							
34126	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PARKS- KEYS- GARDEN (10)	CAPONE	72.50
34126	01-20-8100-5000	EQUIPMENT	GENERAL	MAINTENANCE	PARKS- FREIGHT- KEYS (1)	CAPONE	5.55
COMPLETE PLUMBING SOURCE Total							78.05
Debbie Veronico							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	T/C 4620	CHECK	250.00
Debbie Veronico Total							250.00
DESPLAINES PARK DISTRICT							
552	02-60-5100-5010	EXPLORERS CAMP EXP	RECREATION	EARLY CHILDHOOD	MYSTIC WATERS - EXP FLD TRP REFUND	CAPONE	(50.00)
DESPLAINES PARK DISTRICT Total							(50.00)
Diana Santana							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
Diana Santana Total							71.00
Dilnaaz Rustomji							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 227211-F Class Refund	CHECK	113.00
Dilnaaz Rustomji Total							113.00
DIRECT ENERGY BUSINESS							
201410042167649	14-10-8000-5000	ELECTRICITY	BPC	ADMINISTRATION	GOLF SIGN-RESTROOM ELECTRIC	CHECK	596.77
201480042219179	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	S TWIN ELECTRIC	CHECK	39.30
201480042219720	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	N TWIN ELECTRIC	CHECK	48.50
201480042219721	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	SYCAMORE PARK ELECTIC	CHECK	94.33
201480042219722	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINISTRATION	VOG HOUSE/BARN ELECTRIC	CHECK	604.54
201480042219723	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	TROPICANA PARK ELECTRIC	CHECK	24.78
201480042219724	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	COMMUNITY PARK ELECTRIC	CHECK	18.95
201480042219725	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	MNT GARAGE ELECTRIC	CHECK	1,017.48
201480042219726	02-80-8000-5000	ELECTRICITY	RECREATION	AQUATICS	SEASCAPE ELECTRIC	CHECK	321.85
201480042219727	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	VICTORIA PARK ELECTRIC	CHECK	18.95
201480042219728	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CHESTNUT #1 ELECTRIC	CHECK	38.92
201480042219729	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	HIGHLAND ELECTRIC	CHECK	67.93
201480042219731	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	EISENHOWER PARK ELECTRIC	CHECK	25.57
201480042219732	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	EVERGREEN PARK ELECTRIC	CHECK	23.34
201480042219733	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CHESTNUT AERATOR #2 ELECTRIC	CHECK	45.14
201480042219734	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANNON CROSS ELECTRIC	CHECK	205.09
201490042229079	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PRINCETON PARK ELECTRIC	CHECK	18.95
201490042229080	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	FIELD PARK ELECTRIC	CHECK	23.44
201490042229081	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINISTRATION	TC ELECTRIC	CHECK	15,296.92
201490042229082	14-10-8000-5000	ELECTRICITY	BPC	ADMINISTRATION	BPC ELECTRIC	CHECK	2,151.32
201490042229082	14-20-8000-5000	ELECTRICITY	BPC	MAINTENANCE	GLF MNT ELECTIRC	CHECK	717.11
201500042246727	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	SUNDANCE PARK ELECTRIC	CHECK	20.12
201500042246728	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	PINE PARK ELECTRIC	CHECK	80.66

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DI 201530042269466	02-10-8000-5000	ELECTRICITY	RECREATION	ADMINISTRATION	WRC ELECTRIC	CHECK	1,564.55
201530042269467	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANTERBURY PARK STH SIDE ELECTRIC	CHECK	27.38
201530042269468	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	NTH SHOP ELECTRIC	CHECK	74.46
201530042269469	11-10-8000-5000	ELECTRICITY	THE CLUB	ADMINISTRATION	PS ELECTRIC	CHECK	4,972.98
201530042269470	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	CANTERBURY PARK ELECTRIC	CHECK	227.62
201840042219730	01-20-8000-5000	ELECTRICITY	GENERAL	MAINTENANCE	FABBRINI PARK ELECTRIC	CHECK	159.88
DIRECT ENERGY BUSINESS Total							28,526.83
DIRECTV							
37395679567	11-10-7600-5000	DUES & SUBSCRIPTIONS	THE CLUB	ADMINISTRATION	PS MONTHLY DIRECT TV SERVICE MAY 2020	CAPONE	198.99
DIRECTV Total							198.99
DIVINE SIGNS INC							
33120	14-40-7900-5000	ADVERTISING	BPC	GOLF OPERATIONS	SHIPPING NOT TO EXCEED	INVOICE	0.00
33120	14-40-7900-5000	ADVERTISING	BPC	GOLF OPERATIONS	POSTER BOARD - SEASON PASS ADVERTISEMENT	INVOICE	82.00
33330	14-40-7900-5000	ADVERTISING	BPC	GOLF OPERATIONS	INFO SIGNS (2)	INVOICE	79.00
33394	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- ADDRESS SIGN (1)	INVOICE	72.00
33396	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- COMM. SIGN SUPPLIES (1)	INVOICE	10.00
DIVINE SIGNS INC Total							243.00
DIVOT TECH							
1003	14-20-7500-5100	COURSE AMENITIES	BPC	MAINTENANCE	TOUCHLESS GOLF HOLE RELEASE (20)	CHECK	555.00
DIVOT TECH Total							555.00
Dorota Mider							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-C Class Refund	CHECK	4.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-DS Class Refund	CHECK	80.00
Dorota Mider Total							84.00
DU PAGE TOPSOIL, INC.							
049987	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- TOPSOIL FOR PRINCETON (1)	INVOICE	365.00
049987	14-20-8400-5000	GOLF COURSE SUPPLIES	BPC	MAINTENANCE	LOAD TOPSOIL 1	INVOICE	365.00
DU PAGE TOPSOIL, INC. Total							730.00
EBAY INC							
8999	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	1) SWITCH # 93-9999	CAPONE	16.39
EBAY INC Total							16.39
Eileen Nailor							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-B Class Refund	CHECK	69.00
Eileen Nailor Total							69.00
Elaine Ramesh							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215209-A Class Refund	CHECK	54.00
Elaine Ramesh Total							54.00

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Elena Moiseeva							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-G Class Refund	CHECK	81.00
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215203-G Class Refund	CHECK	108.00
Elena Moiseeva Total							189.00
Eleni Raimondi							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-D Class Refund	CHECK	65.00
Eleni Raimondi Total							65.00
Elizabeth DeLeon							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-E Class Refund	CHECK	190.00
Elizabeth DeLeon Total							190.00
Elizane Solarczyk							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
Elizane Solarczyk Total							71.00
Elzbieta Ciepiela							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	125.00
Elzbieta Ciepiela Total							125.00
Erin Gennuso							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215202-F Class Refund	CHECK	81.00
Erin Gennuso Total							81.00
Ewelina Palacz							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-B Class Refund	CHECK	69.00
Ewelina Palacz Total							69.00
FAB RITE SHEET METAL							
46930	02-34-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	WILLOW REC CENTER	DRAIN PAN FABRICATION	CAPONE	162.90
FAB RITE SHEET METAL Total							162.90
FABBRINIS' FLOWERS INC							
100145-146	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINISTRATION	FLOWERS - BB	CAPONE	65.00
100145-146	01-10-7800-5020	DIRECTOR EXPENSE	GENERAL	ADMINISTRATION	FLOWERS - JA	CAPONE	69.00
FABBRINIS' FLOWERS INC Total							134.00
Fizza Sultan							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
Fizza Sultan Total							71.00
FORE SUPPLY CO.							
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-MOUTHWASH LISTERINE TX-42755 24/EA	CAPONE	174.96
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-MOUTHWASH CUPS PX-P125N 2/CA	CAPONE	105.76
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-COMBS BLACK 7" CX-727 10/PK	CAPONE	23.90

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FC 3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-BARBICIDE C-M3 2/EA	CAPONE	26.96
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-SWIM BAG 12X20 L-4113 4/RL	CAPONE	151.52
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-BODYWASH FORE T-600 5/CA	CAPONE	171.60
3464814	11-30-7500-5120	LOCKERROOM SUPPLIES	THE CLUB	FITNESS	PS-HAIRCOND FORE T-601 1/CA	CAPONE	43.92
FORE SUPPLY CO. Total							698.62
Fredrick Malinowski							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-GS Class Refund	CHECK	80.00
Fredrick Malinowski Total							80.00
FSS TECHNOLOGIES LLC							
MAY-JULY 2020	01-20-7300-5020	ALARM	GENERAL	MAINTENANCE	FSS ALARM SERVICE MAINT BUILDING	CAPONE	165.00
MAY-JULY 2020	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	FSS ALARM SERVICE VOG HOUSE	CAPONE	165.00
MAY-JULY 2020	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	FSS ALARM SERVICE VOG BARN	CAPONE	165.00
MAY-JULY 2020	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	FSS ALARM SERVICE WRC	CAPONE	165.00
MAY-JULY 2020	02-80-7300-5020	ALARM	RECREATION	AQUATICS	FSS ALARM SERVICE SEASCAPE	CAPONE	165.00
MAY-JULY 2020	02-80-7300-5020	ALARM	RECREATION	AQUATICS	FSS ALARM SERVICE SEASCAPE FILTER BLDG	CAPONE	165.00
MAY-JULY 2020	11-10-7300-5020	ALARM	THE CLUB	ADMINISTRATION	FSS ALARM SERVICE THE CLUB	CAPONE	165.00
MAY-JULY 2020	14-10-7300-5020	ALARM	BPC	ADMINISTRATION	FSS ALARM SERVICE BRIDGES	CAPONE	165.00
MAY-JULY 2020	14-20-7300-5020	ALARM	BPC	MAINTENANCE	FSS ALARM SERVICE GOLF MAINT	CAPONE	165.00
FSS TECHNOLOGIES LLC Total							1,485.00
GARIBALDS HOFFMAN ESTATES							
5812	02-60-5500-5010	CHILD CARE PRGM MEAL EXP	RECREATION	EARLY CHILDHOOD	ELC MARCH MEALS	CAPONE	608.85
GARIBALDS HOFFMAN ESTATES Total							608.85
GAS DEPOT OIL COMPANY							
80272-1	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	751 GALLONS GAS	INVOICE	1,139.96
80273	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	725 GALLONS OF DIESEL	INVOICE	1,027.08
80778-1	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	649 GALLONS OF DIESEL	INVOICE	1,111.51
80779	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	601 GALLONS OF GAS	INVOICE	1,048.82
GAS DEPOT OIL COMPANY Total							4,327.37
GENIUNE PARTS COMPANY/NAPA							
4998-544968	01-20-8500-5000	FUEL	GENERAL	MAINTENANCE	DIESEL EXHAUST FLUID FOR 505	CAPONE	9.99
4998-545156	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	FUEL TRANSFER PUMP FOR 528	CAPONE	299.99
GENIUNE PARTS COMPANY/NAPA Total							309.98
GODADDY							
MAY2020	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	HEPARKS.ORG DOMAIN RENEWAL 1YR	CAPONE	21.17
PS2020	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	PRAIRIESTONESPORTS.COM DOMAIN RENEW 1YR	CAPONE	18.17
GODADDY Total							39.34
GRAINGER							
9544877419	01-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	GENERAL	MAINTENANCE	PARKS- DISINFECTANT- FOGGER (1)	INVOICE	1,101.36
GRAINGER Total							1,101.36

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INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
GROOT INDUSTRIES INC							
2829971-0520	01-20-7300-5010	DISPOSAL SERVICES	GENERAL	MAINTENANCE	MAINT DEPT-GROOT SERVICES	CAPONE	50.00
2829971-0520	02-10-7300-5010	DISPOSAL SERVICE	RECREATION	ADMINISTRATION	TC GROOT SERVICES	CAPONE	584.74
2829971-0520	02-10-7300-5010	DISPOSAL SERVICE	RECREATION	ADMINISTRATION	WRC-GROOT SERVICES	CAPONE	167.53
2829971-0520	11-10-7300-5010	DISPOSAL	THE CLUB	ADMINISTRATION	PS-GROOT SERVICES	CAPONE	285.07
2829971-0520	14-10-7300-5010	DISPOSAL	BPC	ADMINISTRATION	BPC/GOLF GROOT SERVICES	CAPONE	956.60
5489894	01-20-7300-5010	DISPOSAL SERVICES	GENERAL	MAINTENANCE	GROOT DISPOSAL FEE EXTRA	CAPONE	77.28
5489894	01-20-7300-5010	DISPOSAL SERVICES	GENERAL	MAINTENANCE	MAINT DEPT ROLL OFF SERVICES	CAPONE	492.41
GROOT INDUSTRIES INC Total							2,613.63
HACIENDA LANDSCAPING							
1-2020	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PRINCETON PARK PLAYGROUND INSTALL (1)	INVOICE	48,670.60
1-2020	09-90-0130-5000	ADA-PRINCETON PLAY/SPLASHPAD	SPECIAL RECREATIO	CAPITAL PROJECTS	ADA-PRINCETON PLAY/SPLASHPAD	INVOICE	15,312.00
2-F	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PRINCETON PARK PLAYGROUND INSTALL (1)	INVOICE	8,918.40
HACIENDA LANDSCAPING Total							72,901.00
Heidi Daniel							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256221-C Class Refund	CHECK	90.00
Heidi Daniel Total							90.00
Herb Waltenspiel							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215209-A Class Refund	CHECK	54.00
Herb Waltenspiel Total							54.00
HOME DEPOT CREDIT SERVICES							
9054060	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	SCREWS (1)	CAPONE	1.18
9054060	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	ANCHORS (1)	CAPONE	12.77
9054060	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	LITTER PICKERS (10)	CAPONE	199.70
HOME DEPOT CREDIT SERVICES Total							213.65
IFRAIN SANCHEZ							
052020	01-10-9000-5000	MISCELLANEOUS EXPENSE	GENERAL	ADMINISTRATION	PAYROLL ADVANCE 05-09/05-22 PAYROLL	CHECK	750.00
IFRAIN SANCHEZ Total							750.00
IL DEPT OF AGRICULTURE							
28137-2020	14-20-7600-5000	DUES & SUBSCRIPTIONS	BPC	MAINTENANCE	OPERATOR LICENSE PB 1	CHECK	45.00
IL DEPT OF AGRICULTURE Total							45.00
Ilene Flores							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236113-C Class Refund	CHECK	27.50
Ilene Flores Total							27.50
ILLINOIS DEPARTMENT OF							
17999144409	01-10-6200-5000	UNEMPLOYMENT SELF FUNDED	GENERAL	ADMINISTRATION	1ST QUARTER 2020 UNEMPLOYMENT	INVOICE	27,647.35
ILLINOIS DEPARTMENT OF Total							27,647.35

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ILLINOIS STATE POLICE							
PK0108961-0520	01-10-6300-5010	LOSS PREVENTION EXAMS	GENERAL	ADMINISTRATION	ILLINOIS STATE POLICE BACKGROUND CHECKS	CHECK	920.00
ILLINOIS STATE POLICE Total							920.00
INTERSTATE GAS SUPPLY INC							
326130	01-20-8000-5010	NATURAL GAS	GENERAL	MAINTENANCE	MAINT GARAGE NATURAL GAS	CHECK	331.14
326130	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	TC NATURAL GAS	CHECK	2,376.22
326130	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	WRC NATURAL GAS	CHECK	368.17
326130	11-10-8000-5010	NATURAL GAS	THE CLUB	ADMINISTRATION	PS NATURAL GAS	CHECK	1,531.76
326130	14-10-8000-5010	NATURAL GAS	BPC	ADMINISTRATION	BPC NATURAL GAS	CHECK	732.47
326130	14-20-8000-5010	NATURAL GAS	BPC	MAINTENANCE	GOLF MAINT NATURAL GAS	CHECK	166.77
327786	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG BARN NATURAL GAS	CHECK	146.83
327786	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG HOUSE NATURAL GAS	CHECK	81.88
327786	02-80-8000-5010	NATURAL GAS	RECREATION	AQUATICS	SEA NATURAL GAS	CHECK	166.06
INTERSTATE GAS SUPPLY INC Total							5,901.30
IPRA							
MAY2020	01-10-7600-5000	PROFESSIONAL DUES/SUBSCRIPTION	GENERAL	ADMINISTRATION	IPRA MEMBERSHIP - RODELO	CAPONE	279.00
IPRA Total							279.00
IT SAVVY LLC							
01188588	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINISTRATION	AXIS M5525 PTZ SECURITY CAMERA	CAPONE	942.85
01188588	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINISTRATION	AXIS T91D61 CAMERA WALL MOUNT	CAPONE	81.87
01188588	01-10-8900-5000	COMPUTER/PHONE EQUIPMENT	GENERAL	ADMINISTRATION	AXIS T91A64 CORNER BRACKET	CAPONE	76.87
IT SAVVY LLC Total							1,101.59
Jamie Moe							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-A Class Refund	CHECK	150.00
Jamie Moe Total							150.00
Janice Lewandowski							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-C Class Refund	CHECK	4.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269502-ES Class Refund	CHECK	175.00
Janice Lewandowski Total							179.00
Jennifer Ananevicz							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215202-J Class Refund	CHECK	108.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229321-B Class Refund	CHECK	170.00
Jennifer Ananevicz Total							278.00
Jennifer Petrucci							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 228025-A Class Refund	CHECK	75.00
Jennifer Petrucci Total							75.00
Jennifer Taylor							

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Jen 5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	130.00
Jennifer Taylor Total							130.00
Jennifer Zickus							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
Jennifer Zickus Total							71.00
Jim Martin							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-E Class Refund	CHECK	190.00
Jim Martin Total							190.00
JOHNSON HEALTH TECH NA INC							
9002527322	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	GLUT TRAINER MATRIX	INVOICE	2,100.00
JOHNSON HEALTH TECH NA INC Total							2,100.00
Julie Eggert							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-E Class Refund	CHECK	190.00
Julie Eggert Total							190.00
Julie Feeney							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	192.00
Julie Feeney Total							192.00
Justyna Socha							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-B Class Refund	CHECK	315.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-C Class Refund	CHECK	315.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-D Class Refund	CHECK	315.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-E Class Refund	CHECK	251.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-B1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-C1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-D1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-E1 Class Refund	CHECK	62.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-B1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-C1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-D1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-E1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236112-I1 Class Refund	CHECK	355.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236112-J1 Class Refund	CHECK	355.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-F1 Class Refund	CHECK	39.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-G1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-H1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-I1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236103-J1 Class Refund	CHECK	78.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-F Class Refund	CHECK	160.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-G Class Refund	CHECK	315.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236102-H Class Refund	CHECK	315.00

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INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
Jun 5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-J1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-F1 Class Refund	CHECK	48.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-G1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-H1 Class Refund	CHECK	96.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 236104-I1 Class Refund	CHECK	96.00
Justyna Socha Total							4,141.00
Kaeli Elisco							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 996201-A Class Refund	CHECK	245.00
Kaeli Elisco Total							245.00
Karen English							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-F Class Refund	CHECK	81.00
Karen English Total							81.00
KATHRYN FONG							
175	02-50-5000-5100	GENERAL CONT PRGM EXP	RECREATION	GENERAL PROGRAMMING	PAINTING CRAFT KITS (19)	CAPONE	190.00
KATHRYN FONG Total							190.00
Katie Golbach							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	T/C 4620	CHECK	2,000.00
Katie Golbach Total							2,000.00
Katie Schaefer							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-B Class Refund	CHECK	8.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	160.00
Katie Schaefer Total							168.00
Katie Toomey							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	78.00
Katie Toomey Total							78.00
Kim Trunk							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	115.00
Kim Trunk Total							115.00
Kris Markiewicz							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215202-G Class Refund	CHECK	81.00
Kris Markiewicz Total							81.00
Kristin Mikrut							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215203-D Class Refund	CHECK	81.00
Kristin Mikrut Total							81.00
KYLE GODDARD							
2020	02-10-7200-5000	PROFESSIONAL EDUCATION	RECREATION	ADMINISTRATION	HARPER TUITION 50% - KYLE GODDARD	CHECK	200.25

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KYLE GODDARD Total							200.25
LAKE ZURICH PARK DISTRICT							
134546	02-60-5100-5010	EXPLORERS CAMP EXP	RECREATION	EARLY CHILDHOOD	ALL CAMP LAKE ZURICH BEACH REFUND	CAPONE	(500.00)
LAKE ZURICH PARK DISTRICT Total							(500.00)
Leslie Morris							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	231.00
Leslie Morris Total							231.00
Lisa Grant							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 228025-B Class Refund	CHECK	75.00
Lisa Grant Total							75.00
Lisa Rysavy							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-B Class Refund	CHECK	150.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 224302-HH Class Refund	CHECK	72.00
Lisa Rysavy Total							222.00
Lois Elicea							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-E Class Refund	CHECK	4.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-IS Class Refund	CHECK	80.00
Lois Elicea Total							84.00
Malinally Cuatlacuatl Velazque							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	125.00
Malinally Cuatlacuatl Velazque Total							125.00
Margarita Aguilera							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-HS Class Refund	CHECK	80.00
Margarita Aguilera Total							80.00
Marisol De Lao							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	130.00
Marisol De Lao Total							130.00
Mariya Dragieva							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215203-G Class Refund	CHECK	108.00
Mariya Dragieva Total							108.00
Marla Truitt							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSMS Type: Pass Refund	CHECK	105.30
Marla Truitt Total							105.30
Marta Gonzalez							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-HS Class Refund	CHECK	80.00

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M: 5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-ES Class Refund	CHECK	80.00
Marta Gonzalez Total							160.00
Marta Joanna Zobek							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	67.50
Marta Joanna Zobek Total							67.50
Marta Waluszko							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256215-A Class Refund	CHECK	179.00
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 212455-A Class Refund	CHECK	7.00
Marta Waluszko Total							186.00
Mary Pat Macdonald							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256214-A Class Refund	CHECK	160.00
Mary Pat Macdonald Total							160.00
Mary Rogers							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-C Class Refund	CHECK	67.00
Mary Rogers Total							67.00
MENARDS, INC.							
37494	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- PIPING- PRINCETON (1)	INVOICE	43.74
37495	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- OUTLET SUPPLIES (1)	INVOICE	15.76
37498	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	1) HOSE #207-4738	INVOICE	9.99
37498	14-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	MAINTENANCE	1) BOARD #111-1024	INVOICE	5.98
37501	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- DRAIN PIPE- PRINCETON (1)	INVOICE	9.50
37541	11-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	THE CLUB	MAINTENANCE	CLUB- DRYWALL ANCHORS (1)	INVOICE	22.96
37569	01-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	GENERAL	MAINTENANCE	PARKS- OUTLET (1)	INVOICE	2.10
37597	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- MOUNTING- BOARD ROOM (1)	INVOICE	48.21
37854	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	SUMP PUMP	INVOICE	137.15
37855	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- STRIP SUPPLIES (1)	INVOICE	68.77
37869	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	VOGH- DRAINAGE/GUTTERS (1)	INVOICE	37.67
37870	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- ADHESIVE REMOVER (1)	INVOICE	92.05
37917	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	BPC- DOOR + LUMBER- HALFWAY (1)	INVOICE	289.71
37921	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	FOUNDATION SEAL AND DOOR STOPS	INVOICE	83.95
37929	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- SQUEEGEE SUPPLIES (1)	INVOICE	26.77
37948	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- SEALER (1)	INVOICE	14.99
37959	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- SEALER (1)	INVOICE	14.99
37999	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- KICKER AND TROWEL (1)	INVOICE	78.63
38000	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	BPC- TRIM- HALFWAY HOUSE (1)	INVOICE	108.68
38000	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	BPC- STORE CREDIT RETURN (1)	INVOICE	(49.32)
38073	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- LEVEL AND SQUEEGEE (1)	INVOICE	35.36
38096	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- EZ LEVEL (1)	INVOICE	27.87
38110	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- EZ LEVEL (1)	INVOICE	27.87
38155	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	3 QUARTS OF PAINT	INVOICE	41.04
38470	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	FERRULES	INVOICE	15.92

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MI 38470	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	SHOP TOWELS	INVOICE	21.98
38470	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	PIPE	INVOICE	2.91
38474	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- PRINCETON SPLASH LUG NUTS (1)	INVOICE	29.49
38519	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- BLADES AND KICKER (1)	INVOICE	90.68
38554	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- CLAMPS/VALVES- PRINCETON (1)	INVOICE	60.57
38560	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	ROLLER COVERS 1	INVOICE	11.97
38560	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	GAL PRIMER 2	INVOICE	43.94
38560	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	PVC CEMENT 1	INVOICE	4.99
38560	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINISTRATION	PACKING TAPE 2	INVOICE	13.98
38560	14-20-7500-5010	MAINTENANCE SUPPLIES	BPC	MAINTENANCE	GREAT STUFF 1	INVOICE	6.26
38560	14-20-7500-5010	MAINTENANCE SUPPLIES	BPC	MAINTENANCE	GREAT STUFF GAP 1	INVOICE	6.99
38560	14-20-7500-5010	MAINTENANCE SUPPLIES	BPC	MAINTENANCE	FAST SET CONCRETE 1	INVOICE	5.48
38622	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	NETWORK RJ45 PLUGS 50 PACK	INVOICE	17.93
38622	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	PAINTERS TAPE	INVOICE	7.99
38622	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	LIGHT DUTY GLOVES	INVOICE	13.98
38622	01-10-7500-5050	COMPUTER SUPPLIES	GENERAL	ADMINISTRATION	7" SNIPPER CUTTER	INVOICE	13.98
38747	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- WATERSTOP (1)	INVOICE	7.29
38785	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	BPC- DOOR STOP- PRO SHOP (1)	INVOICE	5.99
38806	02-34-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	WILLOW REC CENTER	WRC- 9V BATTERY (1)	INVOICE	67.93
38945	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	PARKS- SHED- PICKLEBALL (1)	INVOICE	748.00
38946	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	TC- SANITIZER STATIONS (1)	INVOICE	413.02
MENARDS, INC. Total							2,805.69
Mervin Corpin							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-E Class Refund	CHECK	380.00
Mervin Corpin Total							380.00
METRO DOOR AND DOCK INC							
60266	01-20-8300-5000	FACILITY MAINTENANCE/ REPAIR	GENERAL	MAINTENANCE	PARKS- WASH BAY SERIVCE (1)	INVOICE	888.89
METRO DOOR AND DOCK INC Total							888.89
MICHAEL JOHNSON							
65983	11-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	THE CLUB	MAINTENANCE	PS-DOODLE SCRUB GRIP FACE 1/EA	CHECK	40.81
65983	11-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	THE CLUB	MAINTENANCE	PS-SHIPPING 1/EA	CHECK	11.20
85579	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-PROTECTIVE TAPE 5/1 1/EA	CHECK	17.94
85579	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-PROTECTIVE TAPE 5/4 1/EA	CHECK	29.91
85579	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-PROTECTIVE TAPE 5/10 1/EA	CHECK	11.94
MICHAEL JOHNSON Total							111.80
Michael Zuhr							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 235104-M Class Refund	CHECK	110.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 235104-O Class Refund	CHECK	110.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 235104-P Class Refund	CHECK	110.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 235104-N Class Refund	CHECK	110.00
Michael Zuhr Total							440.00

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Mike Peirce							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-A Class Refund	CHECK	165.00
Mike Peirce Total							165.00
Miki Miura							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-J Class Refund	CHECK	81.00
Miki Miura Total							81.00
MINDBODY INC							
052020	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS MINDBODY SFTWRE MONTHLY MAY	CAPONE	648.00
MINDBODY INC Total							648.00
MINNESOTA ICE LLC							
4-062020	12-90-0180-5000	UNDERFLOOR RINK 2	CAPITAL	CAPITAL PROJECTS	TC- NORTH ICE RINK RENOVATION (1)	INVOICE	144,060.46
MINNESOTA ICE LLC Total							144,060.46
Miria Miranda							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-JS Class Refund	CHECK	100.00
Miria Miranda Total							100.00
Monica Sedlak							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00
Monica Sedlak Total							71.00
Monique LiPetri							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 255203-G Class Refund	CHECK	188.99
Monique LiPetri Total							188.99
MORTON GROVE AUTOMOTIVE							
59590	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	STARTER REBUILT FOR MOWER 570	INVOICE	225.00
59615	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	STARTER FOR MOWER	INVOICE	225.00
MORTON GROVE AUTOMOTIVE Total							450.00
Muhammad Furqan Kamani							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 235105-B Class Refund	CHECK	165.00
Muhammad Furqan Kamani Total							165.00
MUZAK-NORTH CENTRAL LLC							
55359352	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	MAY2020 TC FIT MUSIC	CAPONE	75.37
55359352	11-10-7600-5000	DUES & SUBSCRIPTIONS	THE CLUB	ADMINISTRATION	PS-MAY FACILITY MUSIC FEE	CAPONE	155.49
MUZAK-NORTH CENTRAL LLC Total							230.86
MYZONE							
7997	11-10-7600-5000	DUES & SUBSCRIPTIONS	THE CLUB	ADMINISTRATION	CLUB- LICENSING AGREEMENT MAY 2020	CAPONE	150.00
MYZONE Total							150.00

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NAFA c/o Karla Sebastiani							
6/3/2020 12:00:00 AM	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	T/C 4620	CHECK	500.00
NAFA c/o Karla Sebastiani Total							500.00
Nicole Gavina							
5/27/2020 12:00:00 AM	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256214-C Class Refund	CHECK	140.00
Nicole Gavina Total							140.00
Nicole Kurek							
5/27/2020 12:00:00 AM	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256212-B Class Refund	CHECK	108.00
Nicole Kurek Total							108.00
NICOR GAS							
34105840420	14-10-8000-5010	NATURAL GAS	BPC	ADMINISTRATION	BPC NATURAL GAS DELIVERY	CHECK	491.21
35085680420	14-20-8000-5010	NATURAL GAS	BPC	MAINTENANCE	GLF MNT NATURAL GAS DELIVERY	CHECK	201.57
35619870320	02-80-8000-5010	NATURAL GAS	RECREATION	AQUATICS	SEA GAS DELIVERY	CHECK	280.13
35619870420	02-80-8000-5010	NATURAL GAS	RECREATION	AQUATICS	SEA GAS DELIVERY	CHECK	257.72
38911540420	01-20-8000-5010	NATURAL GAS	GENERAL	MAINTENANCE	MNT GARAGE NATURAL GAS DELIVERY	CHECK	268.54
40052390320	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG BARN GAS DELIVERY	CHECK	91.24
40052390420	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG BARN GAS DELIVERY	CHECK	83.04
40860130320	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG HOUSE GAS DELIVERY	CHECK	119.52
40860130420	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	VOG HOUSE GAS DELIVERY	CHECK	105.05
40868560420	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	WRC NATURAL GAS DELIVERY	CHECK	273.74
4087130420	02-10-8000-5010	NATURAL GAS	RECREATION	ADMINISTRATION	TC NATURAL GAS DELIVERY	CHECK	1,035.53
4314100420	11-10-8000-5010	NATURAL GAS	THE CLUB	ADMINISTRATION	PS NATURAL GAS DELIVERY	CHECK	704.17
NICOR GAS Total							3,911.46
Nikunj Patel							
6/3/2020 12:00:00 AM	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Rsv# 4177179 Refund	CHECK	500.00
Nikunj Patel Total							500.00
NUCO2							
62536994	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	20 CY RENTAL (2)	CAPONE	43.00
62536994	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	BULK CO2 TANK LEASE	CAPONE	60.40
62536994	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	CYLINDER RENTAL (4)	CAPONE	86.00
62536994	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	SAFETY & ENVIRONMENT	CAPONE	14.66
62796114	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	20 CY RENTAL (2)	CAPONE	43.00
62796114	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	BULK CO2 TANK LEASE	CAPONE	60.40
62796114	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	CYLINDER RENTAL (4)	CAPONE	86.00
62796114	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	SAFETY & ENVIRONMENT	CAPONE	14.66
NUCO2 Total							408.12
NUTOYS LEISURE PRODUCTS							
50341	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	SHIPPING	INVOICE	25.00
50341	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	PICKLE BALL POST PARIS (4)	INVOICE	1,904.00
50341	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	PICKLE BALL NETS (4)	INVOICE	524.00

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NL 50341	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	CENTER STRAP (4)	INVOICE	44.00
NUTOYS LEISURE PRODUCTS Total							2,497.00
ORIENTAL TRADING CO., INC.							
703348678-01	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	CAMPING - OUTDOOR THEME CRAFTS	CAPONE	271.41
703348678-01	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	PIRATES - THEME CRAFTS	CAPONE	271.41
703348678-01	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	MERMAIDS & UNICORNS - THEME CRAFTS	CAPONE	271.40
703348678-01	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	BEACH & SUMMER - THEME CRAFTS	CAPONE	271.40
ORIENTAL TRADING CO., INC. Total							1,085.62
PADDOCK PUBLICATIONS							
46617	02-15-7900-5000	ADVERTISING	RECREATION	C&M	DH CAMP SPECIAL SECTION ADVERTISEMENT	CHECK	920.00
48092	01-20-7800-5010	PRINTING & PUBLICATION	GENERAL	MAINTENANCE	PARKS- NOTICE- LOCKERS (1)	CHECK	43.20
PADDOCK PUBLICATIONS Total							963.20
PARK DISTRICT RISK MANAGEMENT							
0520106H	01-10-7100-5000	HEALTH INSURANCE	GENERAL	ADMINISTRATION	HEALTH INSURANCE	INVOICE	15,038.11
0520106H	01-20-7100-5000	HEALTH INSURANCE	GENERAL	MAINTENANCE	HEALTH INSURANCE	INVOICE	24,740.39
0520106H	02-10-7100-5000	HEALTH INSURANCE	RECREATION	ADMINISTRATION	HEALTH INSURANCE	INVOICE	7,153.46
0520106H	02-20-7100-5000	HEALTH INSURANCE	RECREATION	MAINTENANCE	HEALTH INSURANCE	INVOICE	4,352.57
0520106H	11-10-7100-5000	HEALTH INSURANCE	THE CLUB	ADMINISTRATION	HEALTH INSURANCE	INVOICE	6,353.44
0520106H	11-20-7100-5000	HEALTH INSURANCE	THE CLUB	MAINTENANCE	HEALTH INSURANCE	INVOICE	2,031.21
0520106H	14-10-7100-5000	HEALTH INSURANCE	BPC	ADMINISTRATION	HEALTH INSURANCE	INVOICE	99.40
0520106H	14-20-7100-5000	HEALTH INSURANCE	BPC	MAINTENANCE	HEALTH INSURANCE	INVOICE	3,639.24
0520106H	14-40-7100-5000	HEALTH INSURANCE	BPC	GOLF OPERATIONS	HEALTH INSURANCE	INVOICE	769.86
0520106H	14-45-7100-5000	HEALTH INSURANCE	BPC	FOOD & BEVERAGE	HEALTH INSURANCE	INVOICE	3,060.67
PARK DISTRICT RISK MANAGEMENT Total							67,238.35
Pastora Rodriguez							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-HS Class Refund	CHECK	80.00
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	80.00
Pastora Rodriguez Total							160.00
PATRIOT MAINTENANCE INC							
20-320	12-90-0060-5000	LOT CRACK/FILL	CAPITAL	CAPITAL PROJECTS	PARKS- CRACKFILL/SEALCOAT (1)	INVOICE	31,511.00
20-321	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- BASKETBALL SURFACE- PRINCE (1)	INVOICE	3,900.00
PATRIOT MAINTENANCE INC Total							35,411.00
Paul Velasquez							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Credit Balance Refund	CHECK	539.00
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass PSCS Type: Pass Refund	CHECK	24.00
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass PSCA Type: Pass Refund	CHECK	33.00
Paul Velasquez Total							596.00
Pawel Stasik							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	71.00

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Pawel Stasik Total							71.00
PDQ.COM CORPORATION							
5045	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	PDQ INVENTORY ENTERPRISE LICENSE 1YR	CAPONE	450.00
PDQ.COM CORPORATION Total							450.00
PEERLESS ENTERPRISES							
88737	01-90-1020-5000	PICKLEBALL COURTS	GENERAL	CAPITAL PROJECTS	PARKS- SUPPLIES- PICKLEBALL FAB (1)	INVOICE	814.00
PEERLESS ENTERPRISES Total							814.00
PEPSI-COLA GEN BOT INC							
18472459	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	PEPSI BOTTLES, 4 CASES	CHECK	112.36
18472459	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	DIET PEPSI BOTTLES, 4 CASES	CHECK	112.36
18472459	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	SIERRA MIST BOTTLES,1 CASE	CHECK	28.09
18472459	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	LIPTON ICED TEA BOTTLES, 1 CASE	CHECK	20.72
PEPSI-COLA GEN BOT INC Total							273.53
Plamen Milenov							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256214-E Class Refund	CHECK	165.00
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215202-D Class Refund	CHECK	81.00
Plamen Milenov Total							246.00
PNC EQUIPMENT FINANCE LLC							
834617	14-90-0010-5000	GOLF CART GPS LEASE	BPC	CAPITAL PROJECTS	GPS LEASE PAYMENTS (JUNE)	INVOICE	4,700.96
PNC EQUIPMENT FINANCE LLC Total							4,700.96
PORTER PIPE AND SUPPLY							
12068223-0	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	HOT SURFACE IGNIGHTER	INVOICE	112.73
PORTER PIPE AND SUPPLY Total							112.73
QUALITY PEST CONTROL							
24374	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	TC - JUN20 MONTHLY PEST CONTROL	INVOICE	47.00
QUALITY PEST CONTROL Total							47.00
R&R PRODUCTS							
1753953	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	SHIP	CAPONE	10.68
1753953	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	1) 7200 ZERO TURN KEY SWITCH #104-2541	CAPONE	14.95
1753953	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	2) DRIVE SPLINE #93-1394 FOR TORO TMOWS	CAPONE	19.50
1753953	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	3) DRIVE SPLINE #10-5100 (LONG)TORO TMOW	CAPONE	37.50
R&R PRODUCTS Total							82.63
Rachel Cole							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	198.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 219419-B Class Refund	CHECK	4.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-BS Class Refund	CHECK	80.00
Rachel Cole Total							282.00

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INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
REED IRRIGATION SERVICES							
04102020	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	DELIVERY	INVOICE	35.00
04102020	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	RB 900 EAGLE CASES 6	INVOICE	240.00
04102020	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	RB 750 INTERNALS 8	INVOICE	200.00
04102020	14-20-8200-5100	IRRIGATION SYSTEM MAINT/REPAIR	BPC	MAINTENANCE	PRICE ADJUST ON 750 INTERNALS 8	INVOICE	200.00
REED IRRIGATION SERVICES Total							675.00
Reiko Markham							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215209-A Class Refund	CHECK	54.00
Reiko Markham Total							54.00
REINDERS INC							
1010017	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	ORING	CAPONE	4.96
1010017	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	SHIPPING	CAPONE	15.02
1010017	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	BEARING	CAPONE	5.99
1010017	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	BEARING RACE	CAPONE	3.22
1010017	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	BELT FOR MOWER	CAPONE	365.87
1825476-00	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	SHIP	CAPONE	12.56
1825476-00	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	1) BOARD #3707317	CAPONE	415.55
1826622	14-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	BPC	MAINTENANCE	BATTERY FOR BACKPACK SPRAYER	CAPONE	55.29
1826909-00	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	PULLEY FOR SPINDLE ON MOWER 571	CAPONE	198.69
1826909-00	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	NUT	CAPONE	2.56
1826909-00	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	SHIPPING	CAPONE	13.77
4060324-00	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	HYDRAULIC HOSE FOR MOWER-REFUND	CAPONE	(338.57)
5261	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	SHIPPING	CAPONE	14.15
5261	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	HYDRAULIC HOSE FOR MOWER	CAPONE	338.57
REINDERS INC Total							1,107.63
RENT RITE							
227397	12-90-0130-5000	PRINCETON PLAY/SPLASHPAD	CAPITAL	CAPITAL PROJECTS	PARKS- POST AUGER (1)	INVOICE	13.20
227463	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- RENTAL- FLOOR GRINDER (1)	INVOICE	159.50
RENT RITE Total							172.70
RENTAL MAX							
376289-7-C952-1	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	STRIPPER RENTAL FOR CARPET REMOVAL	INVOICE	(880.72)
413113-7	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- CARPET PULLER RENTAL (1)	INVOICE	156.80
413196-7	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	STRIPPER RENTAL FOR CARPET REMOVAL	INVOICE	1,126.83
RENTAL MAX Total							402.91
RETENTION MANAGEMENT							
SUP7102857	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS JAN 2020 RETENTION MANAGEMENT FEE	CAPONE	237.00
SUP7103954	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS FEB 2020 RETENTION MANAGEMENT FEE	CAPONE	237.00
SUP7104699	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS MAR 2020 RETENTION MANAGEMENT FEE	CAPONE	237.00
SUP7105434	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS APR 2020 RETENTION MANAGEMENT FEE	CAPONE	237.00
SUP7106127	11-15-7300-5000	CONTRACTED MARKETING	THE CLUB	C&M	PS MAY 2020 RETENTION MANAGEMENT FEE	CAPONE	237.00

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RETENTION MANAGEMENT Total							1,185.00
Rita Lazar							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256420-C6 Class Refund	CHECK	238.00
Rita Lazar Total							238.00
Rocio Pena Inton							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256214-A Class Refund	CHECK	179.00
Rocio Pena Inton Total							179.00
RUSSO POWER EQUIPMENT							
SPI10260032	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	SHIPPING	INVOICE	7.88
SPI10260032	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	COILS FOR BALLFIELD GROMER	INVOICE	93.70
SPI10260032	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	BEARINGS FOR CHAIN SAW	INVOICE	31.96
SPI10260032	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	LOCK FOR COVER CHAIN SAW	INVOICE	8.99
SPI10260032	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	CHECK VALVE FOR WATER PUMP	INVOICE	11.99
RUSSO POWER EQUIPMENT Total							154.52
Sabina Hryniewicki							
5/27/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 215201-G Class Refund	CHECK	89.00
Sabina Hryniewicki Total							89.00
Sandra Richards							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256221-B Class Refund	CHECK	99.00
Sandra Richards Total							99.00
Sara Torres							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 225008-B Class Refund	CHECK	48.00
Sara Torres Total							48.00
SCHAEFGES BROS INC							
040620	02-80-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	AQUATICS	CONCRETE REPAIR	INVOICE	4,900.00
SCHAEFGES BROS INC Total							4,900.00
SCHOOL DISTRICT 54							
6590	01-10-7300-5030	ATTORNEY FEES	GENERAL	ADMINISTRATION	CALENDAR YEAR 2020 PTAB	INVOICE	1,207.20
6590	01-10-7300-5030	ATTORNEY FEES	GENERAL	ADMINISTRATION	CALENDAR YEAR 2020 TOC	INVOICE	282.78
SCHOOL DISTRICT 54 Total							1,489.98
SERVICE SANITATION INC							
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT ARMSTRONG #7942810	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT BLACK BEAR #7942818	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CHINO #7942817	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT COTTONWOOD #7942813	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT EISENHOWER #7942812	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT HUNTINGTON #7942808	INVOICE	126.00

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SE 50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT PEBBLE #7942811	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT PINE #7942815	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT SLOAN #7942805	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT FREEDOM #7942809	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT OLMSTEAD #7942804	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT EVERGREEN #7942806	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CANTERBURY #7942820	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT VALLEY #7942807	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT WRC SKATE #7942816	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT FABRINNI #7942821	INVOICE	126.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CANNON X2 #7942819	INVOICE	252.00
50-33379 4-0620	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT VICTORIA #7942814	INVOICE	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT ARMSTRONG #7929349	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT BLACK BEAR #7929357	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CHINO #7929356	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT COTTONWOOD #7929352	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT EISENHOWER #7929351	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT HUNTINGTON #7929347	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT PEBBLE #7929350	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT PINE #7929354	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT SLOAN #7929344	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT OLMSTEAD #7929343	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT EVERGREEN #7929345	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CANTERBURY #7929359	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT VALLEY #7929346	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT WRC SKATE #7929355	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT FABRINNI #7929360	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT CANNON X2 #7929358	CHECK	252.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT VICTORIA #7929353	CHECK	126.00
50-333794-052020	02-10-7400-5020	EQUIPMENT RENTAL	RECREATION	ADMINISTRATION	PORT O LET AT SOUTH RIDGE #7913894	CHECK	(99.00)
50-333794-052020	14-10-7300-5000	PROFESSIONAL SERVICES	BPC	ADMINISTRATION	MAY MONTHLY SERVIE 3 UNITS	CHECK	450.00
50-333794-052020	14-10-7300-5000	PROFESSIONAL SERVICES	BPC	ADMINISTRATION	APR TOILET SERVICES	CHECK	16.07
7942803	14-10-7300-5000	PROFESSIONAL SERVICES	BPC	ADMINISTRATION	JUNE MONTHLY SERVIE 3 UNITS	INVOICE	450.00
SERVICE SANITATION INC Total							5,479.07
SHERWIN WILLIAMS							
4757-9	11-90-3010-5000	CLUB TENNIS/FIT RENO	THE CLUB	CAPITAL PROJECTS	CLUB- PAINT FOR HALL (3)	CAPONE	112.74
938-8	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	10 GALLONS OF WHITE (10) 4/21/20	CAPONE	292.40
938-8	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	5 GALLONS OF BLACK (5) 4/21/20	CAPONE	228.54
SHERWIN WILLIAMS Total							633.68
SPRAYER DEPOT							
5046	01-20-8200-5000	EQUIPMENT MAINTENANCE/REPAIR	GENERAL	MAINTENANCE	PUMP FOR WEED SPRAYER	CAPONE	340.15
SPRAYER DEPOT Total							340.15
Srinivas Thati							

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Sri 5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 229320-C Class Refund	CHECK	185.00
Srinivas Thati Total							185.00
STANTEC CONSULTING SRV INC							
1664846	12-90-0180-5000	UNDERFLOOR RINK 2	CAPITAL	CAPITAL PROJECTS	TC- NORTH RINK ENGINEERING (1)	INVOICE	7,513.75
STANTEC CONSULTING SRV INC Total							7,513.75
Stephanie Stratton							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-C Class Refund	CHECK	67.00
Stephanie Stratton Total							67.00
STERLING NETWORK INTEGRATION							
06012007	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	BARRACUDA SPAM FIREWALL 1YR UPDATE	INVOICE	1,095.00
06012007	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	BARRACUDA SPAM FIREWALL 1YR SUPPORT	INVOICE	683.00
06012007	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	BARRACUDA EMAIL ARCHIVER 1YR UPDATE	INVOICE	601.00
06012007	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	BARRACUDA EMAIL ARCHIVER 1YR SUPPORT	INVOICE	542.00
06012007	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	BARRACUDA EMAIL ARCHIVER 1YR CLOUD	INVOICE	603.00
STERLING NETWORK INTEGRATION Total							3,524.00
Sujeet Vaidya							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Pass SSM Type: Pass Refund	CHECK	130.00
Sujeet Vaidya Total							130.00
Sukhee Kim							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-B Class Refund	CHECK	69.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 224301-F Class Refund	CHECK	55.00
Sukhee Kim Total							124.00
SUN MOUNTAIN							
653590	14-40-4500-5130	PRO SHOP - GOLF BAGS (COGS)	BPC	GOLF OPERATIONS	SHIPPING	INVOICE	11.50
653590	14-40-4500-5130	PRO SHOP - GOLF BAGS (COGS)	BPC	GOLF OPERATIONS	SUN MOUNTIAN BAG	INVOICE	138.00
SUN MOUNTAIN Total							149.50
SYSCO FOOD SRVS-CHICAGO INC							
12418837P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(149.45)
12420897P	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	SYSCO CREDIT FOR PLASTIC PLATES	CHECK	(83.59)
12422644P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	SYSCO FOOD CREDIT	CHECK	(45.59)
12424063P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(78.28)
12425826P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(84.73)
12426291P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(92.06)
12426291P	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	BEVERAGE CREDIT	CHECK	(309.15)
12427471P	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	BEVERAGE CREDIT	CHECK	(363.16)
12429152P	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(24.22)
224528548	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(80.11)
224536921	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	SYSCO FOOD CREDIT	CHECK	(85.00)
2245402420C	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	BANDAGE ADHES FLEX BLU 2 EACH CREDIT	CHECK	(29.16)

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SY 22487101C	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(85.00)
224904114	14-45-7300-5000	CONTRACTED SERVICES	BPC	FOOD & BEVERAGE	DISHWASHER RENTAL-NOV	CHECK	(125.20)
224904114	14-45-7300-5000	CONTRACTED SERVICES	BPC	FOOD & BEVERAGE	DISHWASHER RENTAL-DEC	CHECK	(125.20)
324298631	14-45-7300-5000	CONTRACTED SERVICES	BPC	FOOD & BEVERAGE	DISHWASHER RENTAL	CHECK	125.20
324329768	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD PURCHASE	CHECK	90.70
324434183	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD PURCHASE	CHECK	24.18
324469947	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD PURCHASE	CHECK	13.49
324486303	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(13.50)
324524976	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FOOD CREDIT	CHECK	(130.00)
424003329	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	SANITIZER TEST STRIPS	CHECK	19.84
424028387	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINISTRATION	SOAP DISPENSER	CHECK	89.94
424048488	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	GLOVES BOX OF 100 (5)	CHECK	299.45
424048488	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	GLOVES BOX OF 100 (5)	CHECK	299.45
424048488	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINISTRATION	GLOVES BOX OF 100 (10)	CHECK	629.80
424048488	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINISTRATION	HAND SANITIZER (5)	CHECK	349.45
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	HALF AND HALF INDIVIDUAL CREAMERS, 1	CHECK	15.61
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	HOT DOGS, 2 CASES	CHECK	77.78
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	FRITO LAY POTATO CHIPS, 2 CASES	CHECK	68.74
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	PRETZELS, 1 CASE	CHECK	34.27
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	DORITOS, 1 CASE	CHECK	39.52
424114207	14-45-4600-5000	FOOD COGS	BPC	FOOD & BEVERAGE	RELISH PACKETS, 1 CASE	CHECK	14.89
424114207	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD & BEVERAGE	DISENFECTANT, 1 CASE	CHECK	41.75
424114207	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD & BEVERAGE	HAND SANITIZER PUMPS, 1 CASE	CHECK	39.15
424114207	14-45-7500-5020	CUSTODIAL SUPPLIES	BPC	FOOD & BEVERAGE	AEROSOL ASEPTICARE, 1 CASE	CHECK	146.32
424114207	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	TO GO BAGS, 1 CASE	CHECK	22.55
424114207	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	LIDS, 1 CASE	CHECK	45.15
424114207	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	NAPKINS, 1 CASE	CHECK	41.95
424114207	14-45-7500-5100	GENERAL SUPPLIES	BPC	FOOD & BEVERAGE	RED PLAID TRAYS/HOT DOG BOATS, 1 CASE	CHECK	23.90
SYSCO FOOD SRVS-CHICAGO INC Total							649.68
TATSURO YOSHIDA							
4/15/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 222460-A Class Refund	CHECK	90.00
TATSURO YOSHIDA Total							90.00
Tejal Modi							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 227212-B Class Refund	CHECK	113.00
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 227212-C Class Refund	CHECK	113.00
Tejal Modi Total							226.00
THE SIGN PALACE INC.							
37702	01-20-8400-5000	PARK GROUNDS SUPPLIES	GENERAL	MAINTENANCE	MEMORIAL BENCH PLAQUE (1)	INVOICE	210.00
THE SIGN PALACE INC. Total							210.00
THE UPS STORE							
7399	14-40-7300-5000	PROFESSIONAL SERVICES	BPC	GOLF OPERATIONS	SHIPPING FOR RETURNED PRODUCT	CAPONE	381.62
THE UPS STORE Total							381.62

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
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INVOICE NUMBER	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FUND	DEPARTMENT	INVOICE DESCRIPTION	PAY TYPE	AMT
Tingting Zeng							
5/13/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 256223-A Class Refund	CHECK	78.00
Tingting Zeng Total							78.00
TOUR EDGE							
013414654	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	EARLY PAY DISCOUNT	CHECK	(9.44)
013414654	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	SHIPPING	CHECK	17.50
013414654	14-40-4500-5120	PRO SHOP - GOLF CLUBS (COGS)	BPC	GOLF OPERATIONS	MODA SILK FULL SET W/BAG	CHECK	472.00
TOUR EDGE Total							480.06
TOWN & COUNTRY DISTRIBUTORS							
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	COORS LITE CANS, 5 CASES	CHECK	116.25
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	SUMMER SHANDY, 5 CASES	CHECK	150.00
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	MILLER LITE CANS, 5 CASES	CHECK	116.25
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	WHITE CLAW CANS, BLACK CHERRY, 3 CASES	CHECK	85.50
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	WHITE CLAW CANS, MANGO, 3 CASE	CHECK	85.50
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	TAX, 1 EACH	CHECK	5.27
481479	14-45-4700-5000	BEV/LIQUOR COGS	BPC	FOOD & BEVERAGE	ISC, 1 EACH	CHECK	6.00
TOWN & COUNTRY DISTRIBUTORS Total							564.77
TRANE US INC							
8193155	14-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	BPC	ADMINISTRATION	MOTOR AND PULLY RTU7	INVOICE	772.34
8193164	02-10-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ADMINISTRATION	VARITRAC CCP BUILDING AUTOMATION PANEL	INVOICE	1,419.59
TRANE US INC Total							2,191.93
Troop 152 Boys Scouts							
6/3/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Rsv# 4177345 Refund	CHECK	200.00
Troop 152 Boys Scouts Total							200.00
ULINE							
37536072	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	SHIPPING	CAPONE	37.65
37536072	02-50-5900-5000	SPECIAL EVENT EXP	RECREATION	GENERAL PROGRAMMING	100 CARD BOARD BOXES FOR CAMP IN A BOX	CAPONE	71.00
ULINE Total							108.65
UNIQUE PRODUCTS & SERVICE CORP							
386900	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	DISINFECTANT SPRAY	CAPONE	55.81
387328	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	2 BOXES OF NON-ALCOHOL HAND SAN. (6/CASE	CHECK	89.72
387328	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	1 MICROBURST 9000 DISPENSER (1)	CHECK	60.28
387328	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	4 CASES PER DISINFECTANT SPRAY (12/CASE)	CHECK	223.24
387328	14-10-7500-5010	CUSTODIAL SUPPLIES	BPC	ADMINISTRATION	SANITZER WIPES (4 CASES)	CHECK	98.16
387909	01-20-7500-5010	CUSTODIAL SUPPLIES	GENERAL	MAINTENANCE	WIPES FOR TC FITNESS CENTER (10)	CHECK	471.40
387909	01-20-7500-5010	CUSTODIAL SUPPLIES	GENERAL	MAINTENANCE	WIPES FOR WILLOW FITNESS CENTER (5)	CHECK	235.70
387909	11-30-7500-5040	TOWELS	THE CLUB	FITNESS	WIPES FOR CLUB (35)	CHECK	1,649.90
388473	02-32-7500-5100	FACILITY SUPPLIES	RECREATION	TRIPHAHN CENTER	WIPE DISPENSORS (7)	CHECK	266.00
388473	11-30-7500-5100	FITNESS SUPPLIES	THE CLUB	FITNESS	WIPE DISPENSORS (14)	CHECK	532.00

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UNIQUE PRODUCTS & SERVICE CORP Total							3,682.21
VERIZON WIRELESS							
9853889591	02-10-8000-5030	TELEPHONE	RECREATION	ADMINISTRATION	MACHINE TO MACHINE	CHECK	160.18
VERIZON WIRELESS Total							160.18
VILLAGE OF HOFFMAN ESTATES							
0528-0520	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA BATHHOUSE WATER	CHECK	19.79
0530-0520	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA CONCESS WATER	CHECK	15.54
0531-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	SEA FIRE ALARM	CHECK	122.50
0531-0520	02-80-8000-5020	WATER	RECREATION	AQUATICS	SEA MECH BLDG WATER	CHECK	50.95
0571-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	VICTORIA PK WATER	CHECK	19.79
0582-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANNON CROSS WATER	CHECK	15.54
0583-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	HUNTINGTON PK WATER	CHECK	10.58
0595-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	COMMUNITY PK WATER	CHECK	50.95
0596-0520	11-10-7300-5020	ALARM	THE CLUB	ADMINISTRATION	PS FIRE ALARM	CHECK	122.50
0596-0520	11-10-8000-5020	WATER	THE CLUB	ADMINISTRATION	PS WATER	CHECK	260.58
0598-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	FIELD PARK WATER	CHECK	15.54
0600-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	SYCAMORE PK WATER	CHECK	15.54
0613-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	PINE PARK WATER	CHECK	15.54
062020	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	3" HYDRANT METERS	CHECK	1,500.00
062020	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	HYDRANT WRENCHES	CHECK	160.00
11071-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	VOG BARN FIRE ALARM	CHECK	122.50
11071-0520	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	VOG BARN WATER	CHECK	120.12
1131-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	WRC ALARM	CHECK	122.50
1131-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	WRC FIRE ALARM	CHECK	122.50
1131-0520	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	WRC WATER	CHECK	120.12
1132-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	SOUTH RIDGE WATER	CHECK	10.58
1133-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	TC FIRE ALARM	CHECK	122.50
1133-0520	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	TC WATER	CHECK	145.14
1600-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	TROPICANA WATER	CHECK	12.00
2133-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	FABBRINI PARK WATER	CHECK	19.79
2524-0520	14-10-8000-5020	WATER	BPC	ADMINISTRATION	GOLF RESTROOM WATER	CHECK	10.58
3356-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	VOG PARK WATER	CHECK	19.79
3471-0520	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	ICE ARENA WATER	CHECK	1,214.38
3750-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANTERBURY PARK WATER	CHECK	21.29
5667-0520	02-10-7300-5020	ALARM SERVICE	RECREATION	ADMINISTRATION	VOG HOUSE FIRE ALARM	CHECK	122.50
5667-0520	02-10-8000-5020	WATER	RECREATION	ADMINISTRATION	VOG HOUSE WATER	CHECK	50.95
5700-0520	14-20-7300-5020	ALARM	BPC	MAINTENANCE	GOLF MAINT ALARM	CHECK	122.50
5700-0520	14-20-8000-5020	WATER	BPC	MAINTENANCE	GLF MNT WATER	CHECK	32.30
5710-0520	14-10-7300-5020	ALARM	BPC	ADMINISTRATION	BPC FIRE ALARM	CHECK	122.50
5710-0520	14-10-8000-5020	WATER	BPC	ADMINISTRATION	BPC WATER	CHECK	2,709.69
6093-0520	01-20-7300-5020	ALARM	GENERAL	MAINTENANCE	MNT GARAGE FIRE ALARM	CHECK	122.50
6093-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	MNT GARAGE WATER	CHECK	223.05
8080-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	PRINCETON PK WATER	CHECK	13.08
8116-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANTERBURY PARK WATER	CHECK	19.79

INVOICE REGISTER FOR HOFFMAN ESTATES PARK DISTRICT
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VII 8218-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	EISENHOWER PK WATER	CHECK	19.79
8778-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CHINO PARK WATER	CHECK	7.08
8818-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	COTTONWOOD PARK WATER	CHECK	19.79
8934-0520	01-20-8000-5020	WATER	GENERAL	MAINTENANCE	CANNON CROSSING WATER	CHECK	50.95
9399	11-10-7600-5000	DUES & SUBSCRIPTIONS	THE CLUB	ADMINISTRATION	CLUB SPA LICENSE MAY20-APR21	CAPONE	50.00
9399	14-10-7600-5020	BUSINESS LICENSES	BPC	ADMINISTRATION	BPC CLASS A LIQ LIC MAY20-APR21	CAPONE	2,400.00
9399	14-10-7600-5020	BUSINESS LICENSES	BPC	ADMINISTRATION	BPC CLASS AA LIQ LIC MAY20-APR21	CAPONE	950.00
VILLAGE OF HOFFMAN ESTATES Total							11,615.60
WAGEWORKS, INC.							
2098391	01-10-7100-5000	HEALTH INSURANCE	GENERAL	ADMINISTRATION	WAGEWORKS MONTHLY FEE-MAY 2020	CHECK	50.00
WAGEWORKS, INC. Total							50.00
WAREHOUSE DIRECT							
348291	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	SCRUBBER REPAIR 1.5 HRS LABOR	CHECK	100.50
348291	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	SCRUBBER REPAIR 1 BEARING KIT(1)	CHECK	344.05
348291	02-85-8300-5000	FACILITY MAINTENANCE/ REPAIR	RECREATION	ICE	SCRUBBER SERVICE CALL FEE	CHECK	59.00
4655460-0	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-MOP HEAD LARGE WHITE BWK503WHEA 8/EA	CAPONE	104.00
4655460-0	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-DIVERSEY PROSTRIP DVS95032360 1/CA	CAPONE	119.54
4665110-0	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-DIVERSEY PROSTRIP DVS95032360 1/CA	CAPONE	132.00
4665110-1	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PS-BUCKET PRESS WEING YW 1/EA	CAPONE	112.00
4674318-0	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	2 5 GALLONS OF HY-SHINE FLOOR FINISH	CAPONE	146.00
5021	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	WAREHOUSE CREDIT	CAPONE	(83.62)
WAREHOUSE DIRECT Total							1,033.47
WB PROMOTION							
220487327	02-10-8100-5020	SAFETY EQUIPMENT	RECREATION	ADMINISTRATION	THERMOMETER	CAPONE	(351.96)
220487327	02-20-7500-5010	CUSTODIAL SUPPLIES	RECREATION	MAINTENANCE	PROTECTIVE FACE MASKS	CAPONE	(1,790.00)
220487327	11-10-7500-5000	OFFICE SUPPLIES	THE CLUB	ADMINISTRATION	THERMOMETER	CAPONE	(175.98)
220487327	11-20-7500-5020	MAINTENANCE SUPPLIES	THE CLUB	MAINTENANCE	PROTECTIVE FACE MASKS	CAPONE	(895.00)
220487327	14-10-7500-5000	OFFICE SUPPLIES	BPC	ADMINISTRATION	THERMOMETER	CAPONE	(175.98)
220487327	14-20-7500-5010	MAINTENANCE SUPPLIES	BPC	MAINTENANCE	PROTECTIVE FACE MASKS	CAPONE	(895.00)
WB PROMOTION Total							(4,283.92)
W-T ENGINEERING LLC							
1911354C-11	01-99-0140-5000	SO RIDGE PARK/SPLASHPAD	GENERAL	CAPITAL PROJECTS	PARKS- COURIER SERVICE (1)	INVOICE	78.30
1911354C-11	01-99-0140-5000	SO RIDGE PARK/SPLASHPAD	GENERAL	CAPITAL PROJECTS	PARKS- ADMIN- REBID (1)	INVOICE	1,600.00
1911354C-11	01-99-0140-5000	SO RIDGE PARK/SPLASHPAD	GENERAL	CAPITAL PROJECTS	5 CONTRACTS FOR SOUTH RIDGE	INVOICE	375.00
W-T ENGINEERING LLC Total							2,053.30
Zak Muhammad							
5/20/2020 12:00:00 A	01-02-0220-2900	CREDIT BALANCE WASH ACCOUNT	GENERAL	LIABILITIES	Actv 269501-DS Class Refund	CHECK	80.00
Zak Muhammad Total							80.00
ZOOM VIDEO CONFERENCING							
052020	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	ZOOM 100GB CLOUD RECORDING MONTHLY	CAPONE	40.00

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ZC 5968-0520	01-10-7400-5050	INFORMATION SERVICE AGREEMENTS	GENERAL	ADMINISTRATION	ZOOM 100GB CLOUD RECORDING MONTHLY	CAPONE	5.33
ZOOM VIDEO CONFERENCING Total							45.33
Grand Total							721,613.05

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 01 - GENERAL						
ADMINISTRATION		86,189.66	2,244,740.07	46.80	4,796,271.00	2,405,784.65
TOTAL REVENUES		86,189.66	2,244,740.07	46.80	4,796,271.00	2,405,784.65
ADMINISTRATION		100,225.60	632,106.97	30.70	2,059,254.00	992,277.38
MAINTENANCE		155,324.04	748,449.65	29.86	2,506,517.00	833,457.18
CAPITAL PROJECTS		134,542.20	385,764.81	27.80	1,387,500.00	22,637.87
TOTAL EXPENDITURES		390,091.84	1,766,321.43	29.67	5,953,271.00	1,848,372.43
Fund 01 - GENERAL:						
TOTAL REVENUES		86,189.66	2,244,740.07	46.80	4,796,271.00	2,405,784.65
TOTAL EXPENDITURES		390,091.84	1,766,321.43	29.67	5,953,271.00	1,848,372.43
NET OF REVENUES & EXPENDITURES		(303,902.18)	478,418.64	41.35	(1,157,000.00)	557,412.22

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 02 - RECREATION						
ADMINISTRATION		35,068.20	734,130.20	44.45	1,651,631.00	1,099,788.80
C&M		0.00	0.00	0.00	185,000.00	0.00
TRIPHAHN CENTER		80.07	71,536.41	23.67	302,185.00	127,148.49
WILLOW REC CENTER		2,306.09	52,740.05	26.59	198,345.00	81,232.79
GENERAL PROGRAMMING		(15,771.43)	99,233.38	21.01	472,298.00	176,236.73
SENIOR		237.27	11,480.62	18.70	61,394.00	22,341.49
EARLY CHILDHOOD		5,193.86	455,967.52	21.48	2,123,045.00	930,653.59
ADULT ATHLETICS		1,381.40	5,755.40	16.28	35,360.00	10,742.56
YOUTH ATHLETICS		(1,392.55)	45,991.09	21.57	213,250.00	96,360.14
AQUATICS		(82.08)	(82.08)	(0.03)	257,925.00	12,049.66
ICE		21,296.67	355,983.20	33.30	1,069,092.00	529,151.86
TOTAL REVENUES		48,317.50	1,832,735.79	27.90	6,569,525.00	3,085,706.11
ADMINISTRATION		131,221.57	932,427.44	34.78	2,681,221.00	1,015,269.82
C&M		13,984.82	148,283.36	27.55	538,237.00	128,025.48
MAINTENANCE		28,814.64	175,745.93	33.99	517,035.00	91,578.50
TRIPHAHN CENTER		470.37	35,004.19	22.56	155,142.00	57,954.21
WILLOW REC CENTER		162.90	26,074.25	17.89	145,710.00	47,277.62
GENERAL PROGRAMMING		1,100.11	83,192.03	23.21	358,441.00	107,969.30
SENIOR		0.00	6,361.45	13.45	47,293.00	17,567.80
EARLY CHILDHOOD		502.62	272,512.57	24.79	1,099,120.00	405,993.56
ADULT ATHLETICS		150.00	3,812.79	17.24	22,116.00	6,261.64
YOUTH ATHLETICS		2,797.00	26,513.06	21.44	123,674.00	53,551.18
AQUATICS		1,137.99	35,761.29	9.33	383,134.00	94,644.81
ICE		2,709.37	109,244.38	30.70	355,902.00	286,693.57
CAPITAL PROJECTS		0.00	11,730.00	20.40	57,500.00	283,866.40
TOTAL EXPENDITURES		183,051.39	1,866,662.74	28.79	6,484,525.00	2,596,653.89
Fund 02 - RECREATION:						
TOTAL REVENUES		48,317.50	1,832,735.79	27.90	6,569,525.00	3,085,706.11
TOTAL EXPENDITURES		183,051.39	1,866,662.74	28.79	6,484,525.00	2,596,653.89
NET OF REVENUES & EXPENDITURES		(134,733.89)	(33,926.95)	39.91	85,000.00	489,052.22

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 07 - IMRF						
ADMINISTRATION		963.71	207,402.78	47.79	433,943.00	136,779.81
TOTAL REVENUES		963.71	207,402.78	47.79	433,943.00	136,779.81
ADMINISTRATION		30,746.00	153,730.00	41.67	368,943.00	107,540.00
TOTAL EXPENDITURES		30,746.00	153,730.00	41.67	368,943.00	107,540.00
Fund 07 - IMRF:						
TOTAL REVENUES		963.71	207,402.78	47.79	433,943.00	136,779.81
TOTAL EXPENDITURES		30,746.00	153,730.00	41.67	368,943.00	107,540.00
NET OF REVENUES & EXPENDITURES		(29,782.29)	53,672.78	82.57	65,000.00	29,239.81

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 08 - DEBT SERVICE						
	BOND PROCEEDS	0.00	0.00	0.00	1,737,715.00	76,537.81
	ADMINISTRATION	7,881.76	1,696,946.50	48.53	3,497,000.00	1,826,123.01
	TOTAL REVENUES	7,881.76	1,696,946.50	32.42	5,234,715.00	1,902,660.82
	BOND PAYMENTS	0.00	0.00	0.00	6,702,715.00	1,594,757.01
	TOTAL EXPENDITURES	0.00	0.00	0.00	6,702,715.00	1,594,757.01
Fund 08 - DEBT SERVICE:						
	TOTAL REVENUES	7,881.76	1,696,946.50	32.42	5,234,715.00	1,902,660.82
	TOTAL EXPENDITURES	0.00	0.00	0.00	6,702,715.00	1,594,757.01
	NET OF REVENUES & EXPENDITURES	7,881.76	1,696,946.50	115.60	(1,468,000.00)	307,903.81

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 09 - SPECIAL RECREATION						
ADMINISTRATION		1,397.38	300,832.74	48.21	624,000.00	288,244.63
TOTAL REVENUES		1,397.38	300,832.74	48.21	624,000.00	288,244.63
ADMINISTRATION		7,155.00	189,508.95	48.18	393,328.00	189,104.40
CAPITAL PROJECTS		15,312.00	35,311.00	13.05	270,672.00	32,370.63
TOTAL EXPENDITURES		22,467.00	224,819.95	33.86	664,000.00	221,475.03
Fund 09 - SPECIAL RECREATION:						
TOTAL REVENUES		1,397.38	300,832.74	48.21	624,000.00	288,244.63
TOTAL EXPENDITURES		22,467.00	224,819.95	33.86	664,000.00	221,475.03
NET OF REVENUES & EXPENDITURES		(21,069.62)	76,012.79	190.03	(40,000.00)	66,769.60

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 10 - FICA						
ADMINISTRATION		1,445.56	311,193.90	48.57	640,656.00	285,165.57
TOTAL REVENUES		<u>1,445.56</u>	<u>311,193.90</u>	<u>48.57</u>	<u>640,656.00</u>	<u>285,165.57</u>
ADMINISTRATION		49,221.00	246,105.00	41.67	590,656.00	236,375.00
TOTAL EXPENDITURES		<u>49,221.00</u>	<u>246,105.00</u>	<u>41.67</u>	<u>590,656.00</u>	<u>236,375.00</u>
Fund 10 - FICA:						
TOTAL REVENUES		1,445.56	311,193.90	48.57	640,656.00	285,165.57
TOTAL EXPENDITURES		<u>49,221.00</u>	<u>246,105.00</u>	<u>41.67</u>	<u>590,656.00</u>	<u>236,375.00</u>
NET OF REVENUES & EXPENDITURES		<u>(47,775.44)</u>	<u>65,088.90</u>	<u>130.18</u>	<u>50,000.00</u>	<u>48,790.57</u>

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 11 - THE CLUB						
	ADMINISTRATION	16,054.77	125,710.49	35.22	356,908.00	147,812.99
	FITNESS	(610.00)	436,151.68	22.41	1,946,356.00	841,268.99
	GENERAL PROGRAMMING	0.00	16,842.43	22.49	74,880.00	33,344.69
	AQUATICS	697.58	25,555.75	21.25	120,240.00	45,726.04
TOTAL REVENUES		16,142.35	604,260.35	24.19	2,498,384.00	1,068,152.71
	ADMINISTRATION	34,122.26	360,569.45	33.89	1,064,083.00	698,225.07
	C&M	1,833.00	31,650.15	20.37	155,381.00	8,530.90
	MAINTENANCE	8,246.24	102,329.77	26.45	386,820.00	138,353.76
	FITNESS	1,962.00	86,024.12	27.56	312,181.00	176,994.69
	GENERAL PROGRAMMING	0.00	9,718.94	18.50	52,545.00	18,892.54
	AQUATICS	0.00	15,139.56	19.57	77,374.00	33,318.10
	CAPITAL PROJECTS	1,341.39	412,713.24	91.71	450,000.00	18,765.91
TOTAL EXPENDITURES		47,504.89	1,018,145.23	40.75	2,498,384.00	1,093,080.97
Fund 11 - THE CLUB:						
TOTAL REVENUES		16,142.35	604,260.35	24.19	2,498,384.00	1,068,152.71
TOTAL EXPENDITURES		47,504.89	1,018,145.23	40.75	2,498,384.00	1,093,080.97
NET OF REVENUES & EXPENDITURES		(31,362.54)	(413,884.88)	100.00	0.00	(24,928.26)

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 12 - CAPITAL						
ADMINISTRATION		62,500.00	312,500.00	19.42	1,609,000.00	250,000.00
TOTAL REVENUES		62,500.00	312,500.00	19.42	1,609,000.00	250,000.00
ADMINISTRATION		2,497.39	4,865.15	100.00	0.00	5,979.97
CAPITAL PROJECTS		190,935.41	892,839.94	36.52	2,445,000.00	895,859.94
TOTAL EXPENDITURES		193,432.80	897,705.09	36.72	2,445,000.00	901,839.91
Fund 12 - CAPITAL:						
TOTAL REVENUES		62,500.00	312,500.00	19.42	1,609,000.00	250,000.00
TOTAL EXPENDITURES		193,432.80	897,705.09	36.72	2,445,000.00	901,839.91
NET OF REVENUES & EXPENDITURES		(130,932.80)	(585,205.09)	70.00	(836,000.00)	(651,839.91)

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2020	YTD BALANCE 05/31/2020	% BDGT USED	2020 AMENDED BUDGET	YTD BALANCE 05/31/2019
Fund 14 - BPC						
ADMINISTRATION		9,809.25	50,381.85	36.31	138,739.00	48,896.03
GOLF OPERATIONS		91,418.06	120,351.29	10.17	1,183,811.00	240,923.08
FOOD & BEVERAGE		2,790.20	33,468.47	3.72	900,548.00	212,104.76
TOTAL REVENUES		104,017.51	204,201.61	9.19	2,223,098.00	501,923.87
ADMINISTRATION		22,765.17	98,876.82	20.23	488,829.00	231,284.38
MAINTENANCE		31,748.49	225,347.72	39.80	566,169.00	214,414.96
GOLF OPERATIONS		19,294.73	45,490.78	13.72	331,579.00	95,436.51
FOOD & BEVERAGE		9,050.06	102,812.78	13.56	758,315.00	197,257.68
CAPITAL PROJECTS		39,840.57	44,541.53	56.95	78,206.00	47,481.92
TOTAL EXPENDITURES		122,699.02	517,069.63	23.26	2,223,098.00	785,875.45
Fund 14 - BPC:						
TOTAL REVENUES		104,017.51	204,201.61	9.19	2,223,098.00	501,923.87
TOTAL EXPENDITURES		122,699.02	517,069.63	23.26	2,223,098.00	785,875.45
NET OF REVENUES & EXPENDITURES		(18,681.51)	(312,868.02)	100.00	0.00	(283,951.58)
TOTAL REVENUES - ALL FUNDS		328,855.43	7,714,813.74	31.32	24,629,592.00	9,924,418.17
TOTAL EXPENDITURES - ALL FUNDS		1,039,213.94	6,690,559.07	23.95	27,930,592.00	9,385,969.69
NET OF REVENUES & EXPENDITURES		(710,358.51)	1,024,254.67	31.03	(3,301,000.00)	538,448.48



COVID-19 IMPACT STATEMENT
THROUGH MAY 31
EXCLUDING CAPITAL AND DEBT

	2017 YTD	2018 YTD	2019 YTD	2020 YTD	
Revenue					
TAXES AND INTEREST	4,591,004	4,851,180	5,021,162	5,047,013	
GRANTS & DONATIONS	99,554	113,383	114,148	73,316	
ADVERTISING REVENUE	46,920	35,649	29,151	23,538	
ADMISSIONS	164,795	167,865	131,275	122,239	
EQUIPMENT RENTAL	101,737	88,373	69,138	20,345	
FACILITY RENTAL	530,688	525,998	441,156	312,143	
LEAGUES	400,121	277,486	248,177	107,277	
MEMBERSHIPS	931,709	932,873	838,216	480,167	
PROGRAMS & INSTRUCTION	1,353,068	1,318,014	1,391,318	683,877	
SALES	195,466	199,990	225,703	37,386	
SERVICE FEES	157,331	145,678	140,669	36,865	
SPECIAL EVENTS	9,663	10,254	11,094	11,922	
OTHER SOURCES	26,313	27,454	39,390	10,615	
Total Revenue	8,608,370	8,694,197	8,700,598	6,966,704	
Expense					
SALARIES & WAGES	2,838,572	2,932,870	2,810,755	2,286,227	
EMPLOYMENT TAXES, PENSION & INSURANCE	695,587	685,192	609,955	588,717	
PROFESSIONAL TRAINING	58,326	59,212	63,328	49,814	
COMMODITIES	298,435	336,224	326,012	223,912	
COST OF GOODS SOLD	72,090	88,366	77,080	17,905	
DIRECT EXPENSES	484,930	404,049	412,725	213,271	
ADVERTISING	93,941	99,079	79,734	80,062	
CONTRACTUAL SERVICES	329,558	321,694	271,775	251,640	
PROFESSIONAL SERVICES	32,556	27,151	31,787	27,224	
MAINTENANCE & REPAIRS	143,149	161,273	157,303	81,006	
UTILITIES	397,431	414,587	404,963	357,331	
INSURANCE	7,827	6,554	5,945	(27,416)	
OTHER EXPENSES	17,226	22,966	15,047	9,854	
Total Expense	5,469,629	5,559,219	5,266,410	4,159,549	
Net Income (Expense)	3,138,741	3,134,978	3,434,188	2,807,155	