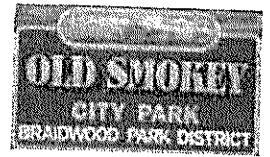




BRAIDWOOD PARK DISTRICT
198 N. Lincoln St. Braidwood, IL. 60408
Phone: (815)458-3896 / Fax: (815)458-3842
www.braidwoodparkdistrict.com



Minutes of the Braidwood Park District
Regular Park Board Meeting
February 4, 2020
Old Smokey Administration Building
245 W. First Street
Braidwood, IL. 60408
7:00p.m.

President Chris Earley, presiding

The Meeting was called to order at 7:00p.m. by President Earley

Roll was called finding the following board members to be physically present: Earley, Howard, Grivetti, Bolatto and Kaminsky.

Non-Board Members Present: Consultant Joe Cosgrove.

Public Comment: Public Comment was opened by President Earley at 7:01pm. There being no comment, Public Comment was closed at 7:02p.m.

Approval of Minutes: A motion was made by Commissioner Howard, 2nd by Commissioner Kaminsky to approve the minutes from the January 7, 2020 Regular Board Meeting.
Roll Call: Earley – Yes, Howard – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.
Motion Carried. (5-Yes, 0-No, 0-Absent)

Approval of Warrant: A motion was made by Commissioner Grivetti, 2nd by Commissioner Earley to approve the Warrant of February 4, 2020 in the amount of \$6,766.07.
Roll Call: Earley – Yes, Howard -- Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky - Yes.
Motion Carried. (5-Yes, 0-No, 0-Absent)

Finance Committee: Consultant Cosgrove presented board members with the monthly financial report. A motion was made by Commissioner Bolatto, 2nd by Commissioner Howard to accept the monthly financial report as presented.
Roll Call: Earley – Yes, Howard -- Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky - Yes.
Motion Carried. (5-Yes, 0-No, 0-Absent)

Buildings & Grounds Committee:

- Comm. Bolatto stated that the Reed-Custer Middle School 7th Grade class will be holding their annual park clean-up day on Friday March 20th in the afternoon. The students will arrive after lunch and perform various cleanup activities. Some additional help may be needed that day depending on availability of grounds crews.

- Comm. Bolatto stated the date for the Annual Children's Easter Egg Hunt will be Saturday April 4th, with rain date of Sat. April 11th. Set-up will begin at 11:30am, registration starting at noon and the hunt beginning at 1pm. The set-up will be a little different this year, utilizing all 3 of the ball fields and not the area between the ball fields surrounding the baseball field pavilion.

- Comm. Earley stated that options will be researched for radiant heat sources for the kitchen pavilion.

- Comm. Howard stated that the contractor who had installed the spray foam insulation has decided to walk away from the remaining payment of \$500.00 which was withheld due to the mix-up of the colors from the materials used on the pavilion ceiling. District grounds crews will take care of painting the ceiling as well as the rafters and walls of the pavilion.

- Comm. Bolatto suggested that the board consider making an honorary resolution dedicating the boys baseball field in honor of Braidwood resident Jerry Curl for his impact on local youth sports and athletes. Board members agreed to move forward with the resolution and dedication of the field.

Recreation Committee: No Report

Consultant/Attorney/Engineer Report: Consultant Cosgrove provided board members with his monthly report.

New and Unfinished Business:

- Comm. Grivetti stated that he is still waiting to obtain prices for the instillation of replacement security light poles & light fixtures.

- Comm. Earley stated that he is still working on getting pricing for materials needed to finish the wall work & furnishings under the kitchen pavilion.

- Comm. Bolatto stated that all board members should be receiving notifications soon via email from the Will County Clerk's office regarding the annual required Statement of Economic Interest filings. The list of required filers was certified last month with the clerk's office.

- Comm. Earley presented a quote from Braidwood Plumbing & Sewer for instillation of a tankless water heater in the maintenance building totaling \$2,600.00. Some additional work is needed to help properly vent the unit which is reflected in the quote. A motion was made by Comm. Grivetti, 2nd by Comm. Howard to approve the quote from Braidwood Plumbing & Sewer as presented.

Roll Call: Earley – Yes, Howard – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky - Yes.
Motion Carried. (5-Yes, 0-No, 0-Absent)

Executive Session: None

Adjournment: A motion was made by Commissioner Howard, 2nd by Commissioner Kaminsky, to adjourn the meeting at 7:28p.m.

Roll Call: Earley – Yes, Howard – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky - Yes.
Motion Carried. (5-Yes, 0-No, 0-Absent)

Respectfully Submitted



Joshua Bolatto, Secretary

PUBLIC NOTICE

Pursuant to 5 ILCS, Par. 120/2.02 ("Open Meetings Act"), the following meeting has been scheduled by the Braidwood Park District Board of Commissioners as follows:

Date: February 4, 2020

Location: Braidwood Park District
245 West First Street
Braidwood, Illinois 60408

Time: 7:00 PM – Regular Meeting

REGULAR BOARD MEETING AGENDA

7:00PM

- I. CALL TO ORDER**
- II. COMMUNICATIONS**
 - A. Public Comment & Correspondence
- III. APPROVAL OF MINUTES**
 - A. Regular Board Meeting of January 7, 2020
- IV. APPROVAL OF WARRANT**
 - A. Warrant of February 4, 2020
- V. FINANCE COMMITTEE**
 - A. Approval of Monthly Financial Reports
- VI. BUILDINGS & GROUNDS COMMITTEE**
 - A. Updates on various projects taking place throughout parks
 - B. RCMS 7th Grade Park Cleanup Day Fri. March 20th in afternoon
 - C. Easter Egg Hunt Date Sat. April 4th, Rain Date Sat. April 11th
- VII. RECREATION COMMITTEE**
- VIII. CONSULTANT'S REPORT / ATTORNEY'S REPORT / ENGINEER'S REPORT**
- IX. NEW AND UNFINISHED BUSINESS**

Discussion and possible action on the following items;

 - A. Installation of replacement security light poles & light fixtures
 - B. Wall work & finishing under Kitchen Pavilion
 - C. Statement of Economic Interest Filings
- X. EXECUTIVE SESSION**
- XI. ADJOURNMENT**

Posted this 31st Day of January 2020
J. Bolatto, Secretary
Braidwood Park District
Board of Commissioners



**BRADWOOD PARK DISTRICT
ACCOUNTS PAYABLE**

The Board of Commissioners of the Braidwood Park District hereby approves the Warrant of February 4, 2020 in the amount of \$6,766.07 and hereby instructs the Treasurer to forward payments as herein stated.

<u>President</u>		<u>Treasurer</u>		<u>Amount</u>
<u>Date</u>	<u>Check #</u>	<u>Pay To:</u>	<u>For:</u>	
1/14/2019	7332	Burris Equipment	Tractor Repair	\$ 2,405.50
1/14/2019	7333	Nicor	Utilities-Natural Gas	\$ 331.66
1/16/2019	7334	Brian Stellano	Payroll, Net	\$ 249.09
1/16/2020	7335	Hunter Grivetti	Payroll, Net	\$ 48.07
1/16/2020	7336	Justin Stellano	Payroll, Net	\$ 313.79
1/16/2020	7337	Service Sanitation	Porta Potties	\$ 166.00
1/16/2020	7338	Internal Revenue Service	Payroll Taxes	\$ 18.65
1/28/2020	7351	ATT	Utilities-Phone/Internet	\$ 624.24
2/1/2020	7341	Brian Stellano	Payroll, Net	\$ 393.29
2/1/2020	7342	Justin Stellano	Payroll, Net	\$ 305.28
2/4/2020	7343	American Carnival	Easter Egg Hunt Supplies	\$ 600.00
2/4/2020	7344	ATT	Utilities-Phone/Internet	\$ 8.32
2/4/2020	7345	Caseys	Fuel	\$ 208.12
2/4/2020	7346	ComEd	Utilities-Electric	\$ 932.48
2/4/2020	7347	Grainger	Hand Soap, 12 pack	\$ 88.07
2/4/2020	7348	Nicor	Utilities-Natural Gas	\$ 73.51
			TOTAL	\$ 6,766.07

<u>LAF-CAP</u>	<u>Check #</u>	<u>Pay To:</u>	<u>Amount</u>
<u>Date</u>			
		TOTAL	\$ -
		GRAND TOTAL	\$ 6,766.07

BRAIDWOOD PARK DISTRICT
 FUND BALANCE REPORT
 2019 - 2020

	BEGINNING BALANCE 4/30/2019	INCOME 2/4/2020	EXPENSE 2/4/2020	ENDING BALANCE 2/4/2020	TRANSFER	ADJUSTED BALANCE 2/4/2020
CORPORATE	\$29,336.12	\$64,019.60	\$38,597.58	\$54,758.14	\$ -	\$54,758.14
RECREATION	\$22,281.02	\$52,457.46	\$28,326.03	\$46,412.45	\$ -	\$46,412.45
BOND & INTEREST	\$5,014.15	\$44,237.68	\$45,465.00	\$3,786.83	\$ -	\$3,786.83
AUDIT	\$3,794.83	\$3,629.22	\$ -	\$7,424.05	\$ -	\$7,424.05
LIABILITY INSURANCE	\$2,856.70	\$20,859.18	\$17,252.00	\$6,463.88	\$ -	\$6,463.88
PARK IMPROVEMENTS	\$128,372.55	\$2,260.12	\$57,122.29	\$73,510.38	\$ -	\$73,510.38
TOTAL	\$191,655.37	\$187,463.26	\$186,762.90	\$192,355.73	\$ -	\$192,355.73
BANK BALANCE	\$194,497.92					\$195,008.47
LIABILITIES	\$3,410.58					\$3,220.65
DIFFERENCE	\$568.03					\$567.91

BRAIDWOOD PARK DISTRICT
Balance Sheet
As of February 4, 2020

	<u>Feb 4, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
LAF - CAP	135,018.00
Midland State Bank	29,338.13
Midland State Bank Money Mkt	<u>30,652.34</u>
Total Checking/Savings	195,008.47
Other Current Assets	
Petty Cash	<u>1,000.00</u>
Total Other Current Assets	<u>1,000.00</u>
Total Current Assets	<u>196,008.47</u>
TOTAL ASSETS	<u><u>196,008.47</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>-12.03</u>
Total Accounts Payable	-12.03
Other Current Liabilities	
PAYROLL-FICA	44.92
PAYROLL-MCARE	192.08
PAYROLL-SWT	470.45
24000 · Payroll Liabilities	<u>2,525.23</u>
Total Other Current Liabilities	<u>3,232.68</u>
Total Current Liabilities	<u>3,220.65</u>
Total Liabilities	3,220.65
Equity	
3000 · Opening Bal Equity	6,793.34
3900 · Retained Earnings	185,294.00
Net Income	<u>700.48</u>
Total Equity	<u>192,787.82</u>
TOTAL LIABILITIES & EQUITY	<u><u>196,008.47</u></u>

BRAIDWOOD PARK DISTRICT
Profit & Loss Prev Year Comparison
May 1, 2019 through February 4, 2020

	<u>May 1, '19 - Feb 4, 20</u>	<u>May 1, '18 - Feb 4, 19</u>	<u>\$ Change</u>
Income			
Interest - Cap	2,260.23	3,228.75	-968.52
Interest - Corp	46.30	63.75	-17.45
Misc Inc Corp	8,248.99	3,077.50	5,171.49
Rec Fac Rental	732.26	350.00	382.26
Tax Ext Audit	3,629.22	3,659.44	-30.22
Tax Ext B&I	44,237.68	45,272.54	-1,034.86
Tax Ext Corp	55,724.31	55,277.54	446.77
Tax Ext Liab	20,859.18	19,639.03	1,220.15
Tax Ext Rec	51,725.20	50,413.25	1,311.95
Total Income	<u>187,463.37</u>	<u>180,981.80</u>	<u>6,481.57</u>
Gross Profit	187,463.37	180,981.80	6,481.57
Expense			
10-100 · Corp-Legal Counsel	50.00	592.98	-542.98
10-105 · Corp-Consultant Fees	2,750.00	5,500.00	-2,750.00
10-110 · Corp-Telephone	2,485.19	2,286.45	198.74
10-120 · Corp-Printing/Publishing	34.10	16.50	17.60
10-140 · Corp-Office Supplies	0.00	390.49	-390.49
10-150 · Corp-Utilities	6,240.48	7,253.10	-1,012.62
10-155 · Corp-Wages	0.00	11,000.00	-11,000.00
10-180 · Corp-Garbage	2,193.99	3,249.77	-1,055.78
10-185 · Corp-Education	0.00	60.00	-60.00
10-195 · Corp-Misc Expense	829.57	-1,217.26	2,046.83
10-200 · Corp-Maint/Building	3,043.33	2,610.75	432.58
10-210 · Corp-Maint/Equipment	3,410.27	2,239.76	1,170.51
10-220 · Corp-Maint/Grounds	342.95	872.06	-529.11
10-225 · Corp-Operating Supplies	3,899.85	3,264.74	635.11
10-226 · Corp-Fuel	2,120.34	1,982.59	137.75
10-340 · Corp-Payroll Taxes	61.65	196.41	-134.76
20-100 · Rec-Legal Counsel	50.00	592.99	-542.99
20-103 · Rec-Consultant Fees	2,750.00	0.00	2,750.00
20-105 · Rec-Dues	0.00	1,235.70	-1,235.70
20-106 · Rec-Misc	240.06	221.37	18.69
20-135 · Rec-Telephone	2,564.83	2,286.56	278.27
20-140 · Rec-Office Supplies	1,255.74	1,290.65	-34.91
20-150 · Rec-Onsite Programs	884.34	57.71	826.63
20-155 · Rec-Programs Supplies	28.18	305.54	-277.36
20-160 · Rec-Offsite Programs	525.00	575.00	-50.00
20-165 · Rec-Utilities	6,695.00	7,600.39	-905.39
20-170 · Rec-Maint Grounds	509.61	72.00	437.61
20-175 · Rec-Maintenance Building	1,056.70	3,783.22	-2,726.52
20-200 · Rec-Operating Supplies	587.69	298.58	289.11
20-340 · Rec-Payroll Taxes	43.02	196.45	-153.43
30-300 · Liab Ins- Liability			

BRAIDWOOD PARK DISTRICT
Profit & Loss Prev Year Comparison
 May 1, 2019 through February 4, 2020

	<u>May 1, '19 - Feb 4, 20</u>	<u>May 1, '18 - Feb 4, 19</u>	<u>\$ Change</u>
30-305 · Work Comp	2,704.00	2,704.00	0.00
30-300 · Liab Ins- Liability - Other	14,548.00	14,129.00	419.00
Total 30-300 · Liab Ins- Liability	17,252.00	16,833.00	419.00
40-400 · Audit-Accounting Services	0.00	1,700.00	-1,700.00
50-100 · Bond Payment			
50-103 · Bond Principal	0.00	20,000.00	-20,000.00
50-104 · Bond Interet	8,707.50	26,635.54	-17,928.04
50-105 · Bond Misc	0.00	250.00	-250.00
50-100 · Bond Payment - Other	36,757.50	-295.54	37,053.04
Total 50-100 · Bond Payment	45,465.00	46,590.00	-1,125.00
60-100 · Cap-New Equipment	846.31	399.90	446.41
60-110 · Cap-Site Improvements	36,376.30	60,771.73	-24,395.43
60-120 · Cap-Building Construction	19,899.68	4,279.97	15,619.71
66000 · Payroll Expenses	22,271.71	20,658.57	1,613.14
Total Expense	186,762.89	210,047.67	-23,284.78
Net Income	700.48	-29,065.87	29,766.35

BRAIDWOOD PARK DISTRICT

2/4/2020 12:03 PM

Register: Midland State Bank

From 01/14/2020 through 02/04/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
01/14/2020	7332	Burriss Equipment	2000 · Accounts Payable	Inv #SS26023	2,405.50		33,698.70
01/14/2020	7333	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	331.66		33,367.04
01/16/2020	7334	Brian Stellano .	-split-		249.09		33,117.95
01/16/2020	7335	Hunter Grivetti	-split-		48.07		33,069.88
01/16/2020	7336	Justin D Stellano	-split-		313.79		32,756.09
01/16/2020	7337	Service Sanitation	2000 · Accounts Payable	50-107592 3, I...	166.00		32,590.09
01/16/2020	7338	Internal Revenue Ser...	-split-		18.65		32,571.44
01/28/2020	7351	AT&T	2000 · Accounts Payable	148112188	624.24		31,947.20
02/01/2020	7341	Brian Stellano .	-split-		393.29		31,553.91
02/01/2020	7342	Justin D Stellano	-split-		305.28		31,248.63
02/04/2020	7343	American Carnival ...	2000 · Accounts Payable	Inv #I-01005570	600.00		30,648.63
02/04/2020	7344	AT&T	2000 · Accounts Payable	148192755	8.32		30,640.31
02/04/2020	7345	Casey's	2000 · Accounts Payable	PF637	208.12		30,432.19
02/04/2020	7346	Commonwealth Edison	2000 · Accounts Payable	9351792007 / ...	932.48		29,499.71
02/04/2020	7347	Grainger	2000 · Accounts Payable	Inv #94143676...	88.07		29,411.64
02/04/2020	7348	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	73.51		29,338.13

Braidwood Plumbing & Sewer

288 N. Washington St. • Braidwood, IL 60426
(815) 438-0075
Fax: (815) 438-1770

DATE: 2-3-20

TO:	FROM:	DATE:
TO: Braidwood Park Dist.	FROM:	DATE:
ADDRESS:	CITY:	STATE:

JOB DESCRIPTION: Maintenance Building

DESCRIPTION: Tankless water heater
install Tankless water heater where existing standard water heater is. There will have to be some minor carpentry work done to hang the unit. (by others)
1- Navien NPE 180 model Tankless water heater unit.
1- Tankless valve kit.
This unit condenses when running, so I will run condensate drain to utility tub or shower drain.
Will also run 2 vents thru roof. 1-intake & 1-exhaust w/ Flashing.

ESTIMATE TOTAL:	2,600.-
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