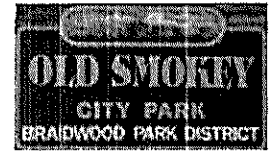


**BRAIDWOOD PARK DISTRICT**  
198 N. Lincoln St. Braidwood, IL. 60408  
Phone: (815)458-3896 / Fax: (815)458-3842  
www.braidwoodparkdistrict.com



Minutes of the Braidwood Park District  
Regular Park Board Meeting  
February 5, 2019  
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, Grivetti and Bolatto. The following board members were absent: Howard & Kaminsky

Non-Board Members Present: Consultant Joe Cosgrove.

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

**Approval of Minutes:** A motion was made by Commissioner Grivetti, 2<sup>nd</sup> by Commissioner Bolatto to approve the minutes from the January 8, 2019 Regular Board Meeting.  
Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes.  
Motion Carried. (3-Yes, 0-No, 2-Absent)

**Approval of Warrant:** Commissioner Grivetti stated that a warrant was not prepared for the meeting, however, presented members present with the bills which were received to be paid. A motion was made by Commissioner Bolatto, 2<sup>nd</sup> by Commissioner Grivetti to pay the bills as presented.  
Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes.  
Motion Carried. (3-Yes, 0-No, 2-Absent)

**Finance Committee:** Consultant Cosgrove presented board members with the monthly financial report. A motion was made by Commissioner Grivetti, 2<sup>nd</sup> by Commissioner Bolatto to accept the monthly financial report as presented.  
Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes.  
Motion Carried. (3-Yes, 0-No, 2-Absent)

**Buildings & Grounds Committee:**

- Comm. Grivetti stated that district grounds crews have been doing a good job at clearing snow and keeping the walk paths available.

- Pres. Earley stated that he has received a quote from Unit Step Company for the instillation of a handicap ramp & new steps on the front of the Old Smokey administration building in the amount of \$3,154.00. Comm. Bolatto stated that approval was previously made during the July 5, 2016 board meeting to spend up to \$4,000.00 to complete the project. A motion was made by Comm. Grivetti, 2<sup>nd</sup> by Comm. Bolatto to accept the quote from Unit Step Company as presented and attached. Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes. Motion Carried. (3-Yes, 0-No, 2-Absent)

**Recreation Committee:** No Report

**Consultant/Attorney/Engineer Report:** Consultant Cosgrove provided board members with his monthly report. The district's workers compensation audit was performed without any issues.

**New and Unfinished Business:**

- Comm. Bolatto stated that Precision Tree Service will be starting the tree removal project sometime in the new couple of months. They will be providing notice a few days in advance when they are ready to start.

- Comm. Grivetti suggested that the board consider purchasing some safety work apparel (t-shirts, long sleeve shirts & jackets) for the district's grounds crews. Comm. Grivetti stated that he will put together a proposal for approval at the next board meeting.

- Comm. Grivetti suggested the board consider purchasing a hitch attachment salt spreader that could be used on the district's Kubota UTV or the district's pick-up truck. A motion was made by Pres. Earley, 2<sup>nd</sup> by Comm. Bolatto to purchase a hitch attachment salt spreader in an amount not to exceed \$1,000.00.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes.  
Motion Carried. (3-Yes, 0-No, 2-Absent)

- Comm. Grivetti stated that he has contacted a different company to provide an estimate for insulation of the kitchen pavilion which will be shared at a future board meeting.

- Comm. Bolatto stated that the date for the district's annual Children's Easter Egg Hunt has been set. The hunt will be held on Saturday April 13<sup>th</sup> at 1:00p.m., with the rain date set for Sunday April 14<sup>th</sup>.

- Comm. Bolatto stated that the Braidwood Baseball/Softball Association has set their opening day parade & ceremonies for Saturday April 20<sup>th</sup>.

**Executive Session:** None

**Adjournment:** A motion was made by Commissioner Bolatto, 2<sup>nd</sup> by Commissioner Grivetti, to adjourn the meeting at 7:40p.m.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes.  
Motion Carried. (3-Yes, 0-No, 2-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 5, 2019

**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 8, 2019
- IV. APPROVAL OF WARRANT**
  - A. Warrant of February 5, 2019
- V. FINANCE COMMITTEE**
  - A. Approval of Monthly Financial Report
- VI. BUILDINGS & GROUNDS COMMITTEE**
  - A. Updates on various projects taking place throughout parks
- VII. RECREATION COMMITTEE**
- VIII. CONSULTANT’S REPORT / ATTORNEY’S REPORT / ENGINEER’S REPORT**
- IX. EXECUTIVE SESSION**
- X. NEW AND UNFINISHED BUSINESS**

Discussion and possible action on the following items;

  - A. Update on tree removal services for trees on district grounds
  - B. Purchase of work apparel (winter/safety shirts/jackets) for district maintenance employees
  - C. Purchase of Reece Hitch salt spreader
  - C. Insulation of kitchen pavilion
  - D. Annual Easter Egg Hunt Date
  - E. BBSA Opening Day Date
- XI. ADJOURNMENT**

Posted this 1<sup>st</sup> day of February, 2019  
J. Bolatto, Secretary  
Braidwood Park District  
Board of Commissioners

BRAIDWOOD PARK DISTRICT  
 FUND BALANCE REPORT  
 2018-2019

	BEGINNING BALANCE 4/30/2018	INCOME 2/5/2019	EXPENSE 2/5/2019	ENDING BALANCE 2/5/2019	TRANSFER	ADJUSTED BALANCE 2/5/2019
CORPORATE	\$ 34,232.62	\$ 58,055.07	\$ 50,118.51	\$ 42,169.18	\$ -	\$ 42,169.18
RECREATION	\$ 26,799.38	\$ 50,763.25	\$ 28,532.60	\$ 49,030.03	\$ -	\$ 49,030.03
BOND & INTEREST	\$ 6,331.61	\$ 45,272.54	\$ 46,590.00	\$ 5,014.15	\$ -	\$ 5,014.15
AUDIT	\$ 6,835.39	\$ 3,659.44	\$ 1,700.00	\$ 8,794.83	\$ -	\$ 8,794.83
LIABILITY INSURANCE	\$ 8,951.67	\$ 19,639.03	\$ 16,833.00	\$ 11,757.70	\$ -	\$ 11,757.70
PARK IMPROVEMENTS	\$ 163,088.09	\$ 2,861.75	\$ 65,451.60	\$ 100,498.24	\$ -	\$ 100,498.24
TOTAL	\$ 246,238.76	\$ 180,251.08	\$ 209,225.71	\$ 217,264.13	\$ -	\$ 217,264.13
BANK BALANCE	\$ 250,223.43					\$ 222,796.65
LIABILITIES	\$ 3,198.98					\$ 4,746.83
DIFFERENCE	\$ 785.69					\$ 785.69

## BRAIDWOOD PARK DISTRICT

## Balance Sheet

As of February 5, 2019

	Feb 5, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
LAF - CAP	167,069.38
Midland State Bank	24,502.29
Midland State Bank Money Mkt	30,224.98
Total Checking/Savings	221,796.65
Other Current Assets	
Petty Cash	1,000.00
Total Other Current Assets	1,000.00
Total Current Assets	222,796.65
<b>TOTAL ASSETS</b>	<b>222,796.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	-12.03
Total Accounts Payable	-12.03
Other Current Liabilities	
PAYROLL-FICA	287.24
PAYROLL-MCARE	1,228.06
PAYROLL-SWT	657.69
24000 - Payroll Liabilities	2,585.87
Total Other Current Liabilities	4,758.86
Total Current Liabilities	4,746.83
Total Liabilities	4,746.83
Equity	
3000 - Opening Bal Equity	6,793.34
3900 - Retained Earnings	240,231.11
Net Income	-28,974.63
Total Equity	218,049.82
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>222,796.65</b>

**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
**May 1, 2018 through February 5, 2019**

	May 1, '18 - Feb 5, 19	May 1, '17 - Feb 5, 18	\$ Change
<b>Income</b>			
Interest - Cap	2,861.75	1,933.94	927.81
Interest - Corp	58.03	28.03	30.00
Misc Inc Corp	2,719.50	1,559.00	1,160.50
Misc Income Liab	0.00	2,141.00	-2,141.00
Rec Fac Rental	350.00	100.00	250.00
Tax Ext Audit	3,659.44	3,591.30	68.14
Tax Ext B&I	45,272.54	41,485.02	3,787.52
Tax Ext Corp	55,277.54	55,013.59	263.95
Tax Ext Liab	19,639.03	18,304.22	1,334.81
Tax Ext Rec	50,413.25	48,946.56	1,466.69
<b>Total Income</b>	<b>180,251.08</b>	<b>173,102.66</b>	<b>7,148.42</b>
<b>Gross Profit</b>	<b>180,251.08</b>	<b>173,102.66</b>	<b>7,148.42</b>
<b>Expense</b>			
10-100 · Corp-Legal Counsel	592.98	675.00	-82.02
10-105 · Corp-Consultant Fees	5,500.00	0.00	5,500.00
10-110 · Corp-Telephone	2,022.04	2,039.28	-17.24
10-120 · Corp-Printing/Publishing	16.50	188.76	-172.26
10-140 · Corp-Office Supplies	390.49	399.13	-8.64
10-150 · Corp-Utilities	7,299.13	5,967.06	1,332.07
10-155 · Corp-Wages	11,000.00	11,492.09	-492.09
10-180 · Corp-Garbage	3,249.77	2,019.41	1,230.36
10-185 · Corp-Education	60.00	0.00	60.00
10-195 · Corp-Misc Expense	-1,413.54	1,209.47	-2,623.01
10-200 · Corp-Maint/Building	2,610.75	790.00	1,820.75
10-210 · Corp-Maint/Equipment	2,239.76	1,934.34	305.42
10-220 · Corp-Maint/Grounds	872.06	1,229.20	-357.14
10-225 · Corp-Operating Supplies	3,264.74	3,315.44	-50.70
10-226 · Corp-Fuel	1,982.59	1,692.53	290.06
10-340 · Corp-Payroll Taxes	101.96	2,729.20	-2,627.24
20-100 · Rec-Legal Counsel	592.99	675.00	-82.01
20-104 · Rec-Wages	0.00	4,892.19	-4,892.19
20-105 · Rec-Dues	1,235.70	1,235.70	0.00
20-106 · Rec-Misc	221.37	0.00	221.37
20-135 · Rec-Telephone	2,022.14	2,039.34	-17.20
20-140 · Rec-Office Supplies	1,290.65	450.19	840.46
20-150 · Rec-Onsite Programs	57.71	592.68	-534.97
20-155 · Rec-Programs Supplies	305.54	0.00	305.54
20-160 · Rec-Offsite Programs	575.00	0.00	575.00
20-165 · Rec-Utilities	7,646.43	6,040.75	1,605.68
20-170 · Rec-Maint Grounds	72.00	1,217.17	-1,145.17
20-175 · Rec-Maintenance Building	3,783.22	165.00	3,618.22
20-200 · Rec-Operating Supplies	298.58	766.59	-468.01
20-315 · Rec-Building Construction	0.00	201.93	-201.93
20-340 · Rec-Payroll Taxes	101.98	2,729.28	-2,627.30
30-300 · Liab Ins- Liability			
30-305 · Work Comp	2,704.00	2,704.00	0.00
30-300 · Liab Ins- Liability - Other	14,129.00	15,022.00	-893.00
<b>Total 30-300 · Liab Ins- Liability</b>	<b>16,833.00</b>	<b>17,726.00</b>	<b>-893.00</b>
40-400 · Audit-Accounting Services	1,700.00	1,700.00	0.00
50-100 · Bond Payment			
50-103 · Bond Principal	20,000.00	0.00	20,000.00
50-104 · Bond Interet	26,635.54	0.00	26,635.54
50-105 · Bond Misc	250.00	0.00	250.00
50-100 · Bond Payment - Other	-295.54	35,769.50	-36,065.04
<b>Total 50-100 · Bond Payment</b>	<b>46,590.00</b>	<b>35,769.50</b>	<b>10,820.50</b>

**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
**May 1, 2018 through February 5, 2019**

	<u>May 1, '18 - Feb 5, 19</u>	<u>May 1, '17 - Feb 5, 18</u>	<u>\$ Change</u>
60-100 · Cap-New Equipment	399.90	12,833.60	-12,433.70
60-110 · Cap-Site Improvements	60,771.73	55,035.08	5,736.65
60-120 · Cap-Building Construction	4,279.97	1,377.64	2,902.33
60-125 · Cap-Property Acquisition	0.00	81.64	-81.64
66000 · Payroll Expenses	20,658.57	9,263.89	11,394.68
66900 · Reconciliation Discrepancies	0.00	0.85	-0.85
<b>Total Expense</b>	<u>209,225.71</u>	<u>190,474.93</u>	<u>18,750.78</u>
<b>Net Income</b>	<u><b>-28,974.63</b></u>	<u><b>-17,372.27</b></u>	<u><b>-11,602.36</b></u>

BRAIDWOOD PARK DISTRICT

2/5/2019 12:27 PM

Register: Midland State Bank

From 01/01/2019 through 02/05/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/01/2019	7089	Brian Stellano .	-split-		961.40			9,929.77
01/01/2019	7090	Gerald Curl	-split-		186.15			9,743.62
01/01/2019	7091	Justin D Stellano	-split-		138.85			9,604.77
01/08/2019	6965	Ill Dept of Revenue	PAYROLL-SWT		104.16			9,500.61
01/08/2019	7094	Casey's	2000 · Accounts Payable	21433	198.53			9,302.08
01/08/2019	7095	City of Braidwood	2000 · Accounts Payable	013457-000	84.56			9,217.52
01/08/2019	7096	Homewood Disposal	2000 · Accounts Payable	20-203049, Inv...	340.86			8,876.66
01/08/2019	7097	Ill Assoc of Park Dist...	2000 · Accounts Payable	Inv #Ducs	1,235.70			7,640.96
01/08/2019	7098	MEBULBS	2000 · Accounts Payable	Inv #4050954-01	374.05			7,266.91
01/08/2019	7099	Sistek Sales & Service	2000 · Accounts Payable	Inv #108658	57.32			7,209.59
01/08/2019	7100	Smith, Koelling, Dyk...	2000 · Accounts Payable	Inv #125984	1,700.00			5,509.59
01/08/2019	7101	Whitmore Ace Hardw...	2000 · Accounts Payable	10500	347.84			5,161.75
01/11/2019	3036	Midland Staes Bank	LAF - CAP				18,000.00	23,161.75
01/11/2019	7102	Illinois Public Risk F...	2000 · Accounts Payable	Inv #56278	902.00			22,259.75
01/11/2019	7103	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	358.10			21,901.65
01/16/2019	7104	Gerald Curl	-split-		468.03			21,433.62
01/16/2019	7105	Justin D Stellano	-split-		194.20			21,239.42
01/16/2019	7106	IPARKS	2000 · Accounts Payable	2018-2019 Insu...	14,129.00			7,110.42
01/17/2019	3037	Midland Staes Bank	LAF - CAP				20,000.00	27,110.42
01/24/2019	7107	Card Member Services	2000 · Accounts Payable	4908	21.00			27,089.42
01/24/2019	7108	Commonwealth Edison	2000 · Accounts Payable	9351792007 / ...	1,095.49			25,993.93
02/01/2019	7109	Brian Stellano .	-split-		961.40			25,032.53
02/01/2019	7110	Gerald Curl	-split-		179.81			24,852.72
02/01/2019	7111	Justin D Stellano	-split-		258.36			24,594.36
02/05/2019	7112	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	92.07			24,502.29



BRAIDWOOD PARK DISTRICT

2/5/2019 12:27 PM

Register: LAF - CAP

From 01/01/2019 through 02/05/2019

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment C</u>	<u>Deposit</u>	<u>Balance</u>
01/11/2019	3036	Midland Staes Bank	Midland State Bank		18,000.00		187,069.38
01/17/2019	3037	Midland Staes Bank	Midland State Bank		20,000.00		167,069.38