

**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  
August 13, 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, Bolatto and Kaminsky. Commissioner Howard was absent

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 7:01p.m.

**Approval of Minutes:** A motion was made by Commissioner Grivetti, 2<sup>nd</sup> by Commissioner Kaminsky to approve the minutes from the July 2, 2019 Regular Board Meeting.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

**Approval of Warrant:** A motion was made by Commissioner Bolatto, 2<sup>nd</sup> by Commissioner Kaminsky to approve the Warrant of August 13, 2019 in the amount of \$24,886.91.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

**Finance Committee:** Consultant Cosgrove presented board members with the monthly financial report. A motion was made by Commissioner Kaminsky, 2<sup>nd</sup> by Commissioner Grivetti to accept the monthly financial report as presented.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

**Buildings & Grounds Committee:**

- Comm. Bolatto stated that he will be contacting Precision Tree Service to inquire on the status of stump grinding and taking down the remaining tree that was part of their project.

- Comm. Grivetti stated that several security lights have been fixed around the park. Work will continue on several others in the coming weeks.

- Pres. Earley stated that options are being looked into for the base of the new ramp on the Old Smokey building.

- Comm. Bolatto stated that the porch lights on the Old Smokey building were vandalized/destroyed the weekend prior and the port-a-potty at the Kiddie Park was tipped over. Comm. Bolatto suggested the board consider placing security cameras on the building. Quotes from SurfAir Wireless will be obtained for the project.

- Comm. Kaminsky stated that work on the butterfly garden continues and that some of the flowers will be thinned out.

**Recreation Committee:** No Report

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

- Mr. Cosgrove stated that The Center in Custer Park is looking at options for providing food service to Camelot Education who is leasing the building. Mr. Cosgrove suggested that the board possibly look into providing food service for the program which could possibly provide the district with some extra income. After discussion, board members agreed to have Attorney Elliott draft up an intergovernmental agreement for providing the services.

**New and Unfinished Business:**

- Pres. Earley stated that Maintenance employee Jerry Curl will be out on medical leave for the next few months due to a non-work-related injury. Pres. Earley stated that Hunter Grivetti who had previously worked for the district, offered to come back to work for the district to help out with maintenance projects. Comm. Bolatto stated that due to the immediate need for the extra help Hunter was asked to start on August 1<sup>st</sup>. A motion was made by Comm. Kaminsky, 2<sup>nd</sup> by Comm. Grivetti to approve the re-hiring of Hunter Grivetti for part-time maintenance employee at a pay rate of \$11.00/hr., retroactive to August 1, 2019.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

Comm. Bolatto stated that the City of Braidwood will be holding their Fall Scarecrow Festival on Saturday October 19<sup>th</sup> from 4-8pm in the Old Smokey Park and suggested that the board consider purchasing 125 pumpkins to use for giveaways during the event. The city will also be purchasing 125 pumpkins for the event. A motion was made by Comm. Earley, 2<sup>nd</sup> by Comm. Bolatto to purchase 125 pumpkins to use as giveaways during the City of Braidwood's Fall Scarecrow Festival.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

Comm. Grivetti suggested that the district reach out to Tammen Treeberry farm to inquire about the use of a "people mover" for hayrack rides during the Fall Scarecrow Festival as well as during the Lions Club's Halloween Hot Dog Giveaway. A motion was made by Comm. Grivetti, 2<sup>nd</sup> by Comm. Kaminsky to pursue the loan of a "People Mover" from Tammen Treeberry Farm.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

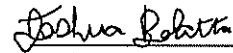
**Executive Session:** None

**Adjournment:** A motion was made by Commissioner Bolatto, 2<sup>nd</sup> by Commissioner Kaminsky, to adjourn the meeting at 7:49p.m.

Roll Call: Earley – Yes, Grivetti – Yes, Bolatto – Yes, Kaminsky- Yes.

Motion Carried. (4-Yes, 0-No, 1-Absent)

Respectfully Submitted



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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:** August 13, 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 July 2, 2019
- IV. APPROVAL OF WARRANT**
  - A. Warrant of August 13, 2019
- V. FINANCE COMMITTEE**
- 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. NEW AND UNFINISHED BUSINESS**

Discussion and possible action on the following items;

  - A. Employment of additional part-time maintenance employee
  - B. Purchase of pumpkins to giveaway during Scarecrow Fest on 10/19/19
  - C. Use of “People Mover” from Tammen Tree-Berry Farm for use during Scarecrow Fest & Halloween Hot Dog Giveaway
- X. EXECUTIVE SESSION**
- XI. ADJOURNMENT**

Posted this 9<sup>th</sup> Day of August 2019  
J. Bolatto, Secretary  
Braidwood Park District  
Board of Commissioners

**BRAIDWOOD PARK DISTRICT  
ACCOUNTS PAYABLE**

The Board of Commissioners of the Braidwood Park District hereby approves the Warrant of August 13, 2019 in the amount of \$24,886.91 and hereby instructs the Treasurer to forward payments as herein stated.

**President**

**Treasurer**

<b>Date</b>	<b>Check #</b>	<b>Pay To:</b>	<b>For:</b>	<b>Amount</b>
7/8/2019	7220	Homewood Disposal	Midland State Bank Utilities-Garbage	\$ 357.65
7/8/2019	7221	Whitmore Ace Hardware	Midland State Bank Supplies	\$ 52.96
7/15/2019	eftps	Internal Revenue Services	Midland State Bank Payroll-Taxes	\$ 553.68
7/16/2019	7222	Brian Stellano	Midland State Bank Payroll,Net	\$ 297.81
7/16/2019	7223	Gerald Curl	Midland State Bank Payroll,Net	\$ 717.33
7/16/2019	7224	Justin Stellano	Midland State Bank Payroll,Net	\$ 434.59
7/16/2019	7225	Crescent Electric	Midland State Bank Lighting fixtures	\$ 563.16
7/16/2019	7226	VOID	Midland State Bank VOID	\$ -
7/16/2019	7227	Menards	Midland State Bank Supplies	\$ 67.44
7/16/2019	7228	Nicor	Midland State Bank Utilities-Natural Gas	\$ 43.85
8/1/2019	7229	Brian Stellano	Midland State Bank Payroll,Net	\$ 481.34
8/1/2019	7230	Gerald Curl	Midland State Bank Payroll,Net	\$ 232.25
8/1/2019	7231	Justin Stellano	Midland State Bank Payroll,Net	\$ 305.28
8/1/2019	7232	Card Member Services	Midland State Bank CC	\$ 530.87
8/1/2019	7233	Caseys	Midland State Bank Fuel	\$ 303.05
8/1/2019	7234	Commonwealth Edison	Midland State Bank Utilities-Electric	\$ 117.35
8/1/2019	7235	Sams Club	Midland State Bank Supplies	\$ 152.22
8/13/2019	7236	Bohac Dirt Works	Midland State Bank 2 Loads Road Mix	\$ 750.00
8/13/2019	7237	City of Braidwood	Midland State Bank Utilities-Water/Sewer	\$ 76.36
8/13/2019	7238	Homewood Disposal	Midland State Bank Utilities-Garbage	\$ 422.37
8/13/2019	7239	Jensen Electric	Midland State Bank Ice Machine Circuit Breaker	\$ 125.00
8/13/2019	7240	Menards	Midland State Bank Supplies	\$ 174.00
8/13/2019	7241	Nicor	Midland State Bank Utilities-Natural Gas	\$ 94.51
8/13/2019	7242	Robbins Schwartz	Midland State Bank Legal Fees	\$ 50.00
8/13/2019	7243	Service Sanitation	Midland State Bank Porta-Potties	\$ 498.00
8/13/2019	7244	Sunbelt Rentals	Midland State Bank 60' Manlift Rental	\$ 4,245.65
8/13/2019	7245	TriCounty Stockdale	Midland State Bank Razor Pro, Pen-A-Trate	\$ 126.00
8/13/2019	7246	Whitmore Ace Hardware	Midland State Bank Supplies	\$ 391.03
8/15/2019	eftps	Internal Revenue Services	Midland State Bank Payroll, Taxes	\$ 528.16
<b>TOTAL</b>				<b>\$ 12,691.91</b>

**LAF-CAP**

<b>Date</b>	<b>Check #</b>	<b>Pay To:</b>	<b>For:</b>	<b>Amount</b>
0702/19	3047	Alpha Asphalt Maintenance	LAF Pathways, Parking Sealing	\$ 12,195.00
<b>TOTAL</b>				<b>\$ 12,195.00</b>
<b>GRAND TOTAL</b>				<b>\$ 24,886.91</b>

BRAIDWOOD PARK DISTRICT  
 FUND BALANCE REPORT  
 2019 - 2020

	BEGINNING BALANCE 4/30/2019	INCOME 8/13/2019	EXPENSE 8/13/2019	ENDING BALANCE 8/13/2019	TRANSFER	ADJUSTED BALANCE 8/13/2019
CORPORATE	\$29,336.12	\$30,939.49	\$18,800.30	\$41,475.31	\$ -	\$41,475.31
RECREATION	\$22,281.02	\$28,807.98	\$14,873.86	\$36,215.14	\$ -	\$36,215.14
BOND & INTEREST	\$5,014.15	\$24,552.35	\$7,357.50	\$22,209.00	\$ -	\$22,209.00
AUDIT	\$3,794.83	\$2,014.26	\$ -	\$5,809.09	\$ -	\$5,809.09
LIABILITY INSURANCE	\$2,856.70	\$11,577.05	\$901.00	\$13,532.75	\$ -	\$13,532.75
PARK IMPROVEMENTS	\$128,372.55	\$884.25	\$36,138.78	\$93,118.02	\$ -	\$93,118.02
TOTAL	\$191,655.37	\$98,775.38	\$78,071.44	\$212,359.31	\$ -	\$212,359.31
BANK BALANCE	\$194,497.92					\$216,774.86
LIABILITIES	\$3,410.58					\$3,983.58
DIFFERENCE	\$568.03					(\$431.97)

## BRAIDWOOD PARK DISTRICT

## Balance Sheet

As of August 13, 2019

	<u>Aug 13, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
LAF - CAP	181,291.82
Midland State Bank	3,865.04
Midland State Bank Money Mkt	30,618.00
Total Checking/Savings	<u>215,774.86</u>
Other Current Assets	
Petty Cash	1,000.00
Total Other Current Assets	<u>1,000.00</u>
Total Current Assets	<u>216,774.86</u>
<b>TOTAL ASSETS</b>	<u><u>216,774.86</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	-12.03
Total Accounts Payable	<u>-12.03</u>
Other Current Liabilities	
PAYROLL-FICA	123.40
PAYROLL-MCARE	527.76
PAYROLL-SWT	786.07
24000 - Payroll Liabilities	2,558.38
Total Other Current Liabilities	<u>3,995.61</u>
Total Current Liabilities	<u>3,983.58</u>
Total Liabilities	3,983.58
Equity	
3000 - Opening Bal Equity	6,793.34
3900 - Retained Earnings	185,294.00
Net Income	20,703.94
Total Equity	<u>212,791.28</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>216,774.86</u></u>

**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
May 1 through August 13, 2019

	<u>May 1 - Aug 13, 19</u>	<u>May 1 - Aug 13, 18</u>	<u>\$ Change</u>
<b>Income</b>			
Interest - Cap	884.25	933.11	-48.86
Interest - Corp	11.96	40.71	-28.75
Misc Inc Corp	0.00	295.00	-295.00
Rec Fac Rental	100.00	300.00	-200.00
Tax Ext Audit	2,014.26	2,041.90	-27.64
Tax Ext B&I	24,552.35	25,261.19	-708.84
Tax Ext Corp	30,927.53	30,842.38	85.15
Tax Ext Liab	11,577.05	10,958.19	618.86
Tax Ext Rec	28,707.98	28,129.57	578.41
<b>Total Income</b>	<u>98,775.38</u>	<u>98,802.05</u>	<u>-26.67</u>
<b>Gross Profit</b>	98,775.38	98,802.05	-26.67
<b>Expense</b>			
10-100 · Corp-Legal Counsel	50.00	517.98	-467.98
10-105 · Corp-Consultant Fees	2,750.00	5,500.00	-2,750.00
10-110 · Corp-Telephone	532.55	909.28	-376.73
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	2,355.60	2,820.27	-464.67
10-155 · Corp-Wages	0.00	4,400.00	-4,400.00
10-180 · Corp-Garbage	989.58	1,352.99	-363.41
10-185 · Corp-Education	0.00	60.00	-60.00
10-195 · Corp-Misc Expense	200.93	383.36	-182.43
10-200 · Corp-Maint/Building	1,598.33	1,400.00	198.33
10-210 · Corp-Maint/Equipment	767.93	2,019.94	-1,252.01
10-220 · Corp-Maint/Grounds	75.89	867.00	-791.11
10-225 · Corp-Operating Supplies	2,804.97	1,874.39	930.58
10-226 · Corp-Fuel	1,035.35	751.70	283.65
10-340 · Corp-Payroll Taxes	0.00	101.96	-101.96
20-100 · Rec-Legal Counsel	50.00	517.99	-467.99
20-103 · Rec-Consultant Fees	2,750.00	0.00	2,750.00
20-135 · Rec-Telephone	532.58	909.34	-376.76
20-140 · Rec-Office Supplies	1,062.37	974.92	87.45
20-150 · Rec-Onsite Programs	284.34	57.71	226.63
20-155 · Rec-Programs Supplies	28.18	6.98	21.20
20-160 · Rec-Offsite Programs	525.00	575.00	-50.00
20-165 · Rec-Utilities	2,526.58	2,893.80	-367.22
20-170 · Rec-Maint Grounds	337.73	72.00	265.73
20-175 · Rec-Maintenance Building	1,056.70	2,423.06	-1,366.36
20-200 · Rec-Operating Supplies	115.31	179.45	-64.14
20-340 · Rec-Payroll Taxes	0.00	101.98	-101.98
30-300 · Liab Ins- Liability			
30-305 · Work Comp	901.00	901.00	0.00
<b>Total 30-300 · Liab Ins- Liability</b>	<u>901.00</u>	<u>901.00</u>	<u>0.00</u>
50-100 · Bond Payment			



**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
May 1 through August 13, 2019

	<u>May 1 - Aug 13, 19</u>	<u>May 1 - Aug 13, 18</u>	<u>\$ Change</u>
50-104 · Bond Interet	600.00	0.00	600.00
50-105 · Bond Misc	0.00	0.00	0.00
50-100 · Bond Payment - Other	6,757.50	7,920.00	-1,162.50
<b>Total 50-100 · Bond Payment</b>	<u>7,357.50</u>	<u>7,920.00</u>	<u>-562.50</u>
60-100 · Cap-New Equipment	846.31	0.00	846.31
60-110 · Cap-Site Improvements	31,188.23	38,141.20	-6,952.97
60-120 · Cap-Building Construction	4,104.24	3,849.00	255.24
66000 · Payroll Expenses	11,210.14	8,394.47	2,815.67
<b>Total Expense</b>	<u>78,071.44</u>	<u>91,283.76</u>	<u>-13,212.32</u>
<b>Net Income</b>	<u>20,703.94</u>	<u>7,518.29</u>	<u>13,185.65</u>

BRAIDWOOD PARK DISTRICT

8/13/2019 12:51 PM

Register: Midland State Bank

From 07/08/2019 through 08/15/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/08/2019	7220	Homewood Disposal	2000 · Accounts Payable	20-203049, Inv...	357.65			15,680.14
07/08/2019	7221	Whitmore Ace Hardw...	2000 · Accounts Payable	10500	52.96			15,627.18
07/15/2019	eftps	Internal Revenue Serv...	-split-	36-3590718	553.68			15,073.50
07/16/2019	7222	Brian Stellano .	-split-		297.81			14,775.69
07/16/2019	7223	Gerald Curl	-split-		717.33			14,058.36
07/16/2019	7224	Justin D Stellano	-split-		343.59			13,714.77
07/16/2019	7225	Crescent Electric	2000 · Accounts Payable	Acct#119878	563.16			13,151.61
07/16/2019	7226	j&S Vinyl	2000 · Accounts Payable	VOID: Inv #5613		X		13,151.61
07/16/2019	7227	Menard's	2000 · Accounts Payable	Acct #3215045...	67.44			13,084.17
07/16/2019	7228	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	43.85			13,040.32
08/01/2019	7229	Brian Stellano .	-split-		481.34			12,558.98
08/01/2019	7230	Gerald Curl	-split-		232.25			12,326.73
08/01/2019	7231	Justin D Stellano	-split-		305.28			12,021.45
08/01/2019	7232	Card Member Services	2000 · Accounts Payable	4908	530.87			11,490.58
08/01/2019	7233	Casey's	2000 · Accounts Payable	PF637	303.05			11,187.53
08/01/2019	7234	Commonwealth Edison	2000 · Accounts Payable	9351792007 / ...	117.35			11,070.18
08/01/2019	7235	Sam's Club/Synchron...	2000 · Accounts Payable	#9252	152.22			10,917.96
08/13/2019	7236	Bohac Dirt Works	2000 · Accounts Payable	Inv #994	750.00			10,167.96
08/13/2019	7237	City of Braidwood	2000 · Accounts Payable	013457-000	76.36			10,091.60
08/13/2019	7238	Homewood Disposal	2000 · Accounts Payable	20-203049, Inv...	422.37			9,669.23
08/13/2019	7239	Jensen Electric	2000 · Accounts Payable	Ice Machine, N...	125.00			9,544.23
08/13/2019	7240	Menard's	2000 · Accounts Payable	Acct #3215045...	174.00			9,370.23
08/13/2019	7241	Nicor Gas	2000 · Accounts Payable	3783491000 4 ...	94.51			9,275.72
08/13/2019	7242	Robbins Schwartz	2000 · Accounts Payable	Inv #851536	50.00			9,225.72
08/13/2019	7243	Service Sanitation	2000 · Accounts Payable	50-107592 3, I...	498.00			8,727.72
08/13/2019	7244	Sunbelt Rentals	2000 · Accounts Payable	Inv #90967386...	4,345.65			4,382.07
08/13/2019	7245	Tri County Stockdale ...	2000 · Accounts Payable	Inv #299586	126.00			4,256.07
08/13/2019	7246	Whitmore Ace Hardw...	2000 · Accounts Payable	10500	391.03			3,865.04
08/15/2019	eftps	Internal Revenue Serv...	-split-	36-3590718	528.15			3,336.89

Food Service Estimate  
Camelot Education

205 school days  
85 students  
41 school weeks

Payroll	Hours		Rate	Gross Weekly	Number of weeks	Gross Annual	FICA (7.65%)	Work Comp (.10/\$1)	Unempl (\$600)	Total
	Per day	Per Week								
Food Service Manager/Head Cook	6	30	\$ 18.00	\$ 540.00	41	\$ 22,140.00	\$ 1,693.71	\$ 2,214.00	\$ 600.00	\$ 26,647.71
Assistant Cook	0	0	\$ -	\$ -	41	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>				<b>\$ 540.00</b>		<b>\$ 22,140.00</b>	<b>\$ 1,693.71</b>	<b>\$ 2,214.00</b>	<b>\$ 600.00</b>	<b>\$ 26,647.71</b>
Insurance Increase										\$ -
Kitchen Improvements/Licensing										\$ -
Food Cost	\$ 2.50 per student			W / BREAKFAST		Cost per day		Number of days per year		\$ 43,562.50
						\$ 212.50		205		\$ 70,210.21
						TOTAL PER YEAR				

Staff Meals Estimate	
30 meals per day	
\$ 6.00 charge per meal	
\$ 2.50 cost per meal	Net per school year \$ 21,525.00