



**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  
December 5, 2023  
Old Smokey Administration Building  
245 W. First Street  
Braidwood, IL. 60408  
7:00p.m.

President Scott Howard, presiding

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

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

The following board members were absent: Kaminsky

Non-Board Members Present: Consultant Joe Cosgrove (via telephone)

**Public Comment:** Public Comment was opened by President Howard 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, 2<sup>nd</sup> by Commissioner Grivetti to approve the minutes from the November 7, 2023 Regular Board Meeting.

Roll Call: Howard – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - Yes.

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

**Approval of Warrant:** A motion was made by Commissioner Grivetti, 2<sup>nd</sup> by Commissioner Bolatto to approve the Warrant of December 5, 2023 in the amount of \$11,437.63.

Roll Call: Howard – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - 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 Grivetti, 2<sup>nd</sup> by Commissioner Hopf to accept the monthly financial report as presented.

Roll Call: Howard – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - Yes.

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

**Buildings & Grounds Committee:**

- Comm. Bolatto stated that the AT&T phone/internet service in the Old Smokey Community Building has been repaired. A splice in the service line was discovered and fixed by AT&T. A new router was also installed.

- Comm. Bolatto suggested that the board consider the possibility of installing some type of smoke/fire detection system for the Old Smokey Community Building as well as the district's administrative office. Options will be researched and shared at a later board meeting.

- Comm. Bolatto stated that an updated quote for trash dumpster/tote service will be obtained from Environmental Recycling & Disposal for the district's needs. The current contract with Homewood Disposal will be expiring on March 31<sup>st</sup>.

**Recreation Committee:** No Report

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

**New and Unfinished Business:**

- Comm. Bolatto presented a quote from Illinois Public Risk Fund (IPRF) for renewal of the district's workers compensation insurance coverage in the amount of \$3,605.00. A motion was made by Commissioner Howard, 2<sup>nd</sup> by Commissioner Grivetti to approve the renewal of workers compensation insurance coverage with IPRF as presented.

Roll Call: Howard – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - Yes.

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

- Comm. Bolatto stated that the district's reimbursement paperwork for the emergency HVAC work completed on the Old Smokey Community Building has been submitted to the Will County ARPA coordinators for review. Mr. Cosgrove stated that Will County is requesting that up to three proposals be obtained, if possible, for the remainder of the HVAC work which was outlined in the district's ARPA allocation. Comm. Howard and Comm. Grivetti stated that they will attempt to obtain the proposals and report back at a future board meeting.

- Comm. Grivetti stated that the meeting scheduled with the electrical contractor to discuss the repairs to the basketball court pavilion and adjacent restroom facilities as well as installation of the two-way electrical switches under the kitchen pavilion had been cancelled by the contractor and is being rescheduled.

**Executive Session:** None

**Adjournment:** A motion was made by Commissioner Bolatto, 2<sup>nd</sup> by Commissioner Grivetti, to adjourn the meeting at 7:25p.m.

Roll Call: Howard – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - Yes.

Motion Carried. (4-Yes, 0-No, 1-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:** December 5, 2023

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

**Time:** 7:00 PM – Regular Meeting

### **REGULAR BOARD MEETING AGENDA**

#### **I. CALL TO ORDER**

#### **II. COMMUNICATIONS**

##### **A. Public Comment & Correspondence**

Anyone wishing to speak on matters under the jurisdiction of the Braidwood Park District during Public Comment are asked to state their full name, spell their last name, provide their home address and limit their comments to no more than 3-minutes. Please be advised that Board members have no obligation to respond to any questions posed during public comment. Following the close of Public Comment, members of the public will not be permitted to engage in comment or discussion with the board unless recognized by the Board President.

#### **III. APPROVAL OF MINUTES**

##### **A. Regular Board Meeting of November 7, 2023**

#### **IV. APPROVAL OF WARRANT**

##### **A. Warrant of December 5, 2023**

#### **V. FINANCE COMMITTEE**

##### **A. Monthly Financial Reports**

#### **VI. BUILDINGS & GROUNDS COMMITTEE**

##### **A. Updates on various projects taking place throughout the 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. Renewal of Workers Compensation insurance coverage from IPRF**

**B. HVAC upgrades to various district buildings**

**C. Electrical repairs to basketball court pavilion & adjacent restroom facility**

**D. Installation of two-way electrical switches under the kitchen pavilion**

#### **X. EXECUTIVE SESSION**

#### **XI. ADJOURNMENT**

Posted this 3<sup>rd</sup> day of December, 2023

J. Bolatto, Secretary

Braidwood Park District

Board of Commissioners

**Next Regular Meeting: Tuesday January 2, 2024 at 7:00p.m.**

**BRADWOOD PARK DISTRICT  
ACCOUNTS PAYABLE WARRANT**

The Board of Commissioners of the Braidwood Park District hereby approves the Warrant of December 5, 2023 in the amount of **\$11,437.63** and hereby instructs the Treasurer to forward payments as herein stated.

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

<u>Date</u>	<u>Check #</u>	<u>Pay To:</u>	<u>Account:</u>	<u>For:</u>	<u>Amount</u>
11/9/2023	9111	AT&T	Midland State Bank II	Utilities - Phone/Internet	\$ 176.83
11/9/2023	9112	City of Braidwood	Midland State Bank II	Utilities - Water/Sewer	\$ 133.77
11/9/2023	9113	Fisher Auto	Midland State Bank II	Parts	\$ 38.83
11/9/2023	9114	Nicor Gas	Midland State Bank II	Utilities - Natural Gas	\$ 126.53
11/9/2023	9115	SKDO	Midland State Bank II	2023 AFR	\$ 1,950.00
11/16/2023	9116	Brian Stellano	Midland State Bank II	Payroll, Net	\$ 599.22
11/16/2023	9117	Justin Stellano	Midland State Bank II	Payroll, Net	\$ 704.52
11/17/2023	9118	Portable Toilet Service	Midland State Bank II	Porta Potties	\$ 340.00
12/1/2023	9119	Brian Stellano	Midland State Bank II	Payroll, Net	\$ 614.08
12/1/2023	9120	Justin Stellano	Midland State Bank II	Payroll, Net	\$ 654.84
11/30/2023	9121	LRS	Midland State Bank II	Porta Potties	\$ 220.00
12/5/2023	9122	AT&T	Midland State Bank II	Utilities - Phone/Internet	\$ 417.36
12/5/2023	9123	City of Braidwood	Midland State Bank II	Utilities - Water/Sewer	\$ 44.59
12/5/2023	9124	ComEd	Midland State Bank II	Utilities - Electric	\$ 1,131.31
12/5/2023	9125	Earley Construction	Midland State Bank II	Kitchen Pavillion Doors	\$ 1,400.00
12/5/2023	9126	Elan Financial Services	Midland State Bank II	CC/ Anti Virus,	\$ 159.36
12/5/2023	9127	Fastenal	Midland State Bank II	Eye Wash, Towlettes, Safety Grant	\$ 487.38
12/5/2023	9128	Illinois Public Risk Fund	Midland State Bank II	Work Comp	\$ 902.00
12/5/2023	9129	Nicor Gas	Midland State Bank II	Utilities - Natural Gas	\$ 57.90
12/5/2023	9130	Robbins Schwartz	Midland State Bank II	Legal Fees	\$ 330.00
12/5/2023	9131	Sam's Club	Midland State Bank II	Supplies	\$ 425.60
12/5/2023	9132	Whitmore Ace Hardware	Midland State Bank II	Supplies	\$ 386.00
12/5/2023	9133	Homewood Disposal	Midland State Bank II	Utilities - Trash Removal	\$ 137.51
				<b>Total</b>	<b>\$ 11,437.63</b>

(17)

BRAIDWOOD PARK DISTRICT  
 FUND BALANCE REPORT  
 2023 - 2024

	BEGINNING BALANCE 4/30/2023	INCOME 12/5/2023	EXPENSE 12/5/2023	AUDITOR ADJUSTMENT	ENDING BALANCE 12/5/2023	TRANSFER	ADJUSTED BALANCE 12/5/2023
CORPORATE	\$17,405.73	\$63,360.93	\$33,937.93	\$0.00	\$46,828.73	(\$10,000.00)	\$36,828.73
RECREATION	\$22,890.93	\$57,250.55	\$33,593.28	\$0.00	\$46,548.20	(\$15,000.00)	\$31,548.20
BOND & INTEREST	\$1,530.11	\$48,940.07	\$52,281.78	\$0.00	(\$1,811.60)	\$0.00	(\$1,811.60)
AUDIT	\$4,484.87	\$2,882.22	\$1,950.00	\$0.00	\$5,417.09	\$0.00	\$5,417.09
LIABILITY INSURANCE	\$7,506.90	\$21,981.72	\$18,955.00	\$0.00	\$10,533.62	\$0.00	\$10,533.62
PARK IMPROVEMENTS	\$100,221.66	\$8,567.98	\$16,007.41	\$0.00	\$92,782.23	\$15,000.00	\$107,782.23
BERGERA / BOHAC PARK	<u>\$46,354.48</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$46,354.48</u>	<u>\$10,000.00</u>	<u>\$56,354.48</u>
TOTAL	\$200,394.68	\$202,983.47	\$156,725.40	\$0.00	\$246,652.75	\$0.00	\$246,652.75
Bank Balance	\$ 204,449.62						\$ 251,254.77
Liabilities	\$ 3,257.83						\$ 3,804.91
Adjusted Balance	<u>\$ 201,191.79</u>						<u>\$ 247,449.86</u>
							<u>(\$797.11)</u>

**BRAIDWOOD PARK DISTRICT**  
**Balance Sheet**  
As of December 5, 2023

	<u>Dec 5, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
LAF - CAP	195,563.35
Midland State Bank - Checking 2	39,754.30
Midland State Bank Money Mkt	15,937.12
Total Checking/Savings	<u>251,254.77</u>
Other Current Assets	
Petty Cash	1,000.00
Total Other Current Assets	<u>1,000.00</u>
Total Current Assets	<u>252,254.77</u>
<b>TOTAL ASSETS</b>	<u><u>252,254.77</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	133.42
PAYROLL-MCARE	570.46
PAYROLL-SWT	602.66
24000 · Payroll Liabilities	2,498.37
Total Other Current Liabilities	<u>3,804.91</u>
Total Current Liabilities	<u>3,792.88</u>
Total Liabilities	3,792.88
Equity	
3000 · Opening Bal Equity	6,793.34
3900 · Retained Earnings	195,410.48
Net Income	46,258.07
Total Equity	<u>248,461.89</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>252,254.77</u></u>

**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
May 1 through December 5, 2023

	<u>May 1 - Dec 5, 23</u>	<u>May 1 - Dec 5, 22</u>	<u>\$ Change</u>
<b>Income</b>			
Interest - Cap	5,675.98	2,840.64	2,835.34
Interest - Corp	92.00	61.73	30.27
Misc Inc Corp	2,050.60	776.50	1,274.10
Misc Inc Parklm	2,892.00	0.00	2,892.00
Misc Inc Rec	0.00	2,782.00	-2,782.00
Rec Fac Rental	125.00	75.00	50.00
Tax Ext Audit	2,882.22	2,901.99	-19.77
Tax Ext B&I	48,940.07	49,917.58	-977.51
Tax Ext Corp	61,218.33	59,378.03	1,840.30
Tax Ext Liab	21,981.72	21,274.78	706.94
Tax Ext Rec	57,125.55	54,966.99	2,158.56
<b>Total Income</b>	<u>202,983.47</u>	<u>194,975.24</u>	<u>8,008.23</u>
<b>Gross Profit</b>	202,983.47	194,975.24	8,008.23
<b>Expense</b>			
2000 - 2022 Uncleared Checks	0.00	903.54	-903.54
10-100 · Corp-Legal Counsel	495.00	100.00	395.00
10-105 · Corp-Consultant Fees	2,750.00	2,750.00	0.00
10-110 · Corp-Telephone	1,273.32	1,521.56	-248.24
10-120 · Corp-Printing/Publishing	221.00	79.20	141.80
10-130 · Corp-Postage	66.00	116.00	-50.00
10-140 · Corp-Office Supplies	737.28	187.54	549.74
10-150 · Corp-Utilities	5,749.19	7,267.47	-1,518.28
10-180 · Corp-Garbage	3,264.92	2,932.37	332.55
10-195 · Corp-Misc Expense	399.36	378.88	20.48
10-200 · Corp-Maint/Building	20.00	2,132.95	-2,112.95
10-210 · Corp-Maint/Equipment	542.11	1,608.40	-1,066.29
10-220 · Corp-Maint/Grounds	188.99	60.00	128.99
10-225 · Corp-Operating Supplies	2,447.59	3,461.41	-1,013.82
10-226 · Corp-Fuel	1,904.48	2,814.73	-910.25
10-340 · Corp-Payroll Taxes	533.40	539.07	-5.67
20-100 · Rec-Legal Counsel	495.00	100.00	395.00
20-103 · Rec-Consultant Fees	2,750.00	2,750.00	0.00
20-106 · Rec-Misc	385.14	148.69	236.45
20-135 · Rec-Telephone	1,273.40	1,521.66	-248.26
20-140 · Rec-Office Supplies	793.60	968.53	-174.93
20-150 · Rec-Onsite Programs	3,569.60	3,681.79	-112.19
20-155 · Rec-Programs Supplies	482.42	1,411.75	-929.33
20-165 · Rec-Utilities	6,104.34	7,566.11	-1,461.77
20-170 · Rec-Maint Grounds	2,885.32	152.48	2,732.84
20-175 · Rec-Maintenance Building	75.00	743.69	-668.69
20-200 · Rec-Operating Supplies	903.77	533.58	370.19
20-340 · Rec-Payroll Taxes	533.40	539.10	-5.70
30-300 · Liab Ins- Liability			

**BRAIDWOOD PARK DISTRICT**  
**Profit & Loss Prev Year Comparison**  
**May 1 through December 5, 2023**

	<u>May 1 - Dec 5, 23</u>	<u>May 1 - Dec 5, 22</u>	<u>\$ Change</u>
30-305 · Work Comp	2,704.00	2,704.00	0.00
30-300 · Liab Ins- Liability - Other	16,251.00	15,095.00	1,156.00
<b>Total 30-300 · Liab Ins- Liability</b>	<b>18,955.00</b>	<b>17,799.00</b>	<b>1,156.00</b>
40-400 · Audit-Accounting Services	1,950.00	1,940.00	10.00
50-100 · Bond Payment			
50-103 · Bond Principal	38,700.00	37,300.00	1,400.00
50-104 · Bond Interet	12,574.78	14,033.54	-1,458.76
<b>Total 50-100 · Bond Payment</b>	<b>51,274.78</b>	<b>51,333.54</b>	<b>-58.76</b>
50-102 · Bond Expense	1,007.00	1,000.00	7.00
60-100 · Cap-New Equipment	4,645.50	3,164.50	1,481.00
60-110 · Cap-Site Improvements	0.00	2,216.47	-2,216.47
60-120 · Cap-Building Construction	11,361.91	6,818.30	4,543.61
66000 · Payroll Expenses	26,684.58	26,928.08	-243.50
66900 · Reconciliation Discrepancies	3.00	0.00	3.00
<b>Total Expense</b>	<b>156,725.40</b>	<b>158,170.39</b>	<b>-1,444.99</b>
<b>Net Income</b>	<b>46,258.07</b>	<b>36,804.85</b>	<b>9,453.22</b>