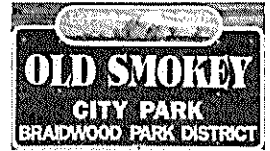


Braidwood Park District
198 N. Lincoln St. Braidwood, IL. 60408
Phone: (815)458-3896 / Fax: (815)458-3842
www.braidwoodparkdistrict.com



Minutes of the Braidwood Park District
Regular Park Board Meeting
April 2, 2024
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, Kaminsky, Grivetti, Bolatto and Hopf.

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

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

Approval of Minutes:

A motion was made by Commissioner Grivetti, 2nd by Commissioner Hopf to approve the minutes from the March 5, 2024 Regular Board Meeting.

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

Motion Carried. (5-Yes, 0-No, 0-Absent)

Approval of Warrant: A motion was made by Commissioner Bolatto, 2nd by Commissioner Kaminsky to approve the Warrant of April 2, 2024 in the amount of \$21,826.33.

Roll Call: Howard – Yes, Kaminsky – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - 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 Grivetti to accept the monthly financial report as presented.

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

Motion Carried. (5-Yes, 0-No, 0-Absent)

Buildings & Grounds Committee:

- Comm. Hopf stated that the BBSA opening day parade and ceremonies will take place on Sunday April 21st. An additional parking area will need to be setup on the south end of the park to help accommodate the extra vehicle traffic.

- Comm. Bolatto shared an update on planning for the 2nd Annual Memorial Day 5K scheduled for Sunday May 19th.

- Comm. Bolatto stated that no update has been received yet from Current Technologies Inc. with a proposal for taking over the district's security camera system. Comm. Bolatto will reach out to the representative for an update to share at the next board meeting.

- Comm. Howard stated that the roof on the kitchen pavilion needs to be addressed as there are several leaks which have been noticed recently. Comm. Grivetti stated that he will contact a few companies to obtain quotes for seal coating the rooftop.

Recreation Committee: No Report

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

New and Unfinished Business:

- Comm. Bolatto stated that two of the three HVAC upgrade projects (District office & pavilion kitchen) have been completed by Bradburry HVAC. Work on installing the unit underneath the pavilion will begin soon. Comm. Bolatto stated that the Will County ARPA administrators have been given an update on the district's project and that final disbursement requests will be submitted in the next quarter.

- Comm. Grivetti presented a quote from Bradburry HVAC for electrical repairs to the basketball court pavilion and adjacent restroom facility as well as the installation of two-way electrical switches under the kitchen pavilion, in the amount of \$6,375.00. Comm. Grivetti stated that the Lions Club has expressed interest in making a donation to the district to cover a portion of the project. A motion was made by Commissioner Grivetti, 2nd by Commissioner Kaminsky, to approve the quote as presented.

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

Motion Carried. (5-Yes, 0-No, 0-Absent)

- Comm. Bolatto stated that the district's service agreement with the new waste service provider, Lakeshore Recycling Services (Environmental Recycling & Disposal) began on 4/1/24. The dumpster along with trash totes have been delivered.

- Comm. Howard stated that the next meeting will take place on Tuesday 5/7 with the Annual Board meeting beginning at 7pm and the Regular Board meeting taking place immediately afterwards.


Executive Session: None

Adjournment: A motion was made by Commissioner Grivetti, 2nd by Commissioner Kaminsky, to adjourn the meeting at 7:30p.m.

Roll Call: Howard – Yes, Kaminsky – Yes, Grivetti – Yes, Bolatto – Yes, Hopf - 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: April 2, 2024

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 March 5, 2024

IV. APPROVAL OF WARRANT

A. Warrant of April 2, 2024

V. FINANCE COMMITTEE

A. Monthly Financial Reports

VI. BUILDINGS & GROUNDS COMMITTEE

- ##### **A. Updates on various projects taking place throughout the parks.**
- a. BBSA Opening Day Parade & Ceremony Sun. 4/21**
 - b. Memorial Day 5K planning update**

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. HVAC upgrades to various district buildings**
- B. Electrical repairs to basketball court pavilion & adjacent restroom facility and installation of two-way electrical switches under the kitchen pavilion**
- C. Update on new waste service provider**

X. EXECUTIVE SESSION

XI. ADJOURNMENT

Posted this 31st day of March, 2024
J. Bolatto, Secretary
Braidwood Park District
Board of Commissioners

Next Meeting: Tuesday May 7, 2024 at 7:00p.m.

Annual Board Meeting followed immediately by the Regular Board Meeting

**BRAIDWOOD PARK DISTRICT
ACCOUNTS PAYABLE WARRANT**

The Board of Commissioners of the Braidwood Park District hereby approves the Warrant of April 2, 2024 in the amount of **\$21,826.33** and hereby instructs the Treasurer to forward payments as herein stated.

<u>President</u>		<u>Treasurer</u>			
<u>Date</u>	<u>Check #</u>	<u>Pay To:</u>	<u>Account:</u>	<u>For:</u>	<u>Amount</u>
3/9/2024	9183	AT&T	Midland State Bank II	Utilities - Phone/Internet	\$ 122.43
3/9/2024	9184	Bradbury Plumbing & Heating	Midland State Bank II	Pump, Expansion Tank	\$ 1,200.00
3/9/2024	9185	Casey's	Midland State Bank II	Fuel	\$ 255.01
3/9/2024	9186	City of Braidwood	Midland State Bank II	Utilities - Water/Sewer	\$ 133.77
3/9/2024	9187	Nicor Gas	Midland State Bank II	Utilities - Natural Gas	\$ 367.15
3/9/2024	9188	Sistek Sales & Service	Midland State Bank II	Supplies & Parts	\$ 124.40
3/11/2024	eftps	Internal Revenue Service	Midland State Bank II	Payroll Withholding	\$ 460.21
3/16/2024	9189	Brian Stellano	Midland State Bank II	Payroll, Net	\$ 490.32
3/16/2024	9190	Justin Stellano	Midland State Bank II	Payroll, Net	\$ 522.87
4/1/2024	9191	Brian Stellano	Midland State Bank II	Payroll, Net	\$ 594.24
4/1/2024	9192	Justin Stellano	Midland State Bank II	Payroll, Net	\$ 606.49
4/2/2024	9193	Bradbury Plumbing & Heating	Midland State Bank II	New HVAC System	\$ 8,850.00
4/2/2024	9194	ComEd	Midland State Bank II	Utilities - Electric	\$ 32.19
4/2/2024	9195	Elan Financial Services	Midland State Bank II	Supplies	\$ 308.39
4/2/2024	9196	Illinois Association of Parks	Midland State Bank II	2024 Annual Dues	\$ 1,297.46
4/2/2024	9197	LRs	Midland State Bank II	Porta-Potties	\$ 220.00
4/2/2024	9198	Menards	Midland State Bank II	New Cabinets, Supplies	\$ 5,382.38
4/2/2024	9199	Sams	Midland State Bank II	Supplies	\$ 173.15
4/2/2024	9200	The DeLong Company	Midland State Bank II	Fertilizer, Chemicals	\$ 575.00
4/2/2024	9201	Whitmore Ace Hardware	Midland State Bank II	Supplies	\$ 110.87
Total					\$ 21,826.33

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BRAIDWOOD PARK DISTRICT
 FUND BALANCE REPORT
 2023 - 2024

	BEGINNING BALANCE 4/30/2023	INCOME 4/2/2024	EXPENSE 4/2/2024	AUDITOR ADJUSTMENT	ENDING BALANCE 4/2/2024	TRANSFER	ADJUSTED BALANCE 4/2/2024
CORPORATE	\$17,405.73	\$75,909.32	\$48,599.44	\$0.00	\$44,715.61	(\$10,700.00)	\$34,015.61
RECREATION	\$22,890.93	\$58,960.61	\$50,154.40	\$0.00	\$31,697.14	(\$16,000.00)	\$15,697.14
BOND & INTEREST	\$1,530.11	\$50,298.01	\$52,281.78	\$0.00	(\$453.66)	\$1,700.00	\$1,246.34
AUDIT	\$4,484.87	\$2,962.19	\$1,950.00	\$0.00	\$5,497.06	\$0.00	\$5,497.06
LIABILITY INSURANCE	\$7,506.90	\$22,591.65	\$19,856.00	\$0.00	\$10,242.55	\$0.00	\$10,242.55
PARK IMPROVEMENTS	\$100,221.66	\$12,167.27	\$30,148.92	\$0.00	\$82,240.01	\$15,000.00	\$97,240.01
BERGERA / BOHAC PARK	\$46,354.48	\$0.00	\$0.00	\$0.00	\$46,354.48	\$10,000.00	\$56,354.48
TOTAL	\$200,394.68	\$222,889.05	\$202,990.54	\$0.00	\$220,293.19	\$0.00	\$220,293.19
Bank Balance	\$ 204,449.62						\$ 224,549.95
Liabilities	\$ 3,257.83						\$ 3,459.65
Adjusted Balance	\$ 201,191.79						\$ 221,090.30
							(\$797.11)

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04/02/24

Accrual Basis

BRAIDWOOD PARK DISTRICT

Balance Sheet

As of April 2, 2024

	<u>Apr 2, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
LAF - CAP	204,494.17
Midland State Bank - Checking 2	4,057.90
Midland State Bank Money Mkt	15,997.88
Total Checking/Savings	<u>224,549.95</u>
Other Current Assets	
Petty Cash	1,000.00
Total Other Current Assets	<u>1,000.00</u>
Total Current Assets	<u>225,549.95</u>
TOTAL ASSETS	<u><u>225,549.95</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	-12.03
Total Accounts Payable	<u>-12.03</u>
Other Current Liabilities	
PAYROLL-FICA	109.44
PAYROLL-MCARE	467.94
PAYROLL-SWT	431.67
24000 - Payroll Liabilities	2,450.60
Total Other Current Liabilities	<u>3,459.65</u>
Total Current Liabilities	<u>3,447.62</u>
Total Liabilities	3,447.62
Equity	
3000 - Opening Bal Equity	6,793.34
3900 - Retained Earnings	195,410.48
Net Income	19,898.51
Total Equity	<u>222,102.33</u>
TOTAL LIABILITIES & EQUITY	<u><u>225,549.95</u></u>

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BRAIDWOOD PARK DISTRICT

Profit & Loss Prev Year Comparison

May 1, 2023 through April 2, 2024

	May 1, '23 - Apr 2, 24	May 1, '22 - Apr 2, 23	\$ Change
Income			
Corp Grants	10,289.00	0.00	10,289.00
Interest - Cap	9,275.27	5,783.70	3,491.57
Interest - Corp	152.76	121.05	31.71
Misc Inc Corp	2,550.60	2,610.31	-59.71
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	250.00	75.00	175.00
Tax Ext Audit	2,962.19	2,932.99	29.20
Tax Ext B&I	50,298.01	50,450.78	-152.77
Tax Ext Corp	62,916.96	60,012.26	2,904.70
Tax Ext Liab	22,591.65	21,502.03	1,089.62
Tax Ext Rec	58,710.61	55,554.13	3,156.48
Total Income	222,889.05	201,824.25	21,064.80
Gross Profit	222,889.05	201,824.25	21,064.80
Expense			
2000 - 2022 Uncleared Checks	0.00	903.54	-903.54
10-100 · Corp-Legal Counsel	495.00	202.50	292.50
10-105 · Corp-Consultant Fees	2,750.00	2,750.00	0.00
10-110 · Corp-Telephone	1,940.10	2,493.18	-553.08
10-120 · Corp-Printing/Publishing	221.00	79.20	141.80
10-130 · Corp-Postage	66.00	124.13	-58.13
10-140 · Corp-Office Supplies	737.28	404.55	332.73
10-150 · Corp-Utilities	9,628.18	11,697.06	-2,068.88
10-180 · Corp-Garbage	3,848.60	3,253.55	595.05
10-185 · Corp-Education	0.00	680.00	-680.00
10-195 · Corp-Misc Expense	463.59	488.88	-25.29
10-200 · Corp-Maint/Building	1,391.14	3,255.53	-1,864.39
10-210 · Corp-Maint/Equipment	566.09	3,096.36	-2,530.27
10-220 · Corp-Maint/Grounds	869.97	143.88	726.09
10-225 · Corp-Operating Supplies	3,564.75	4,460.38	-895.63
10-226 · Corp-Fuel	2,550.70	3,611.17	-1,060.47
10-340 · Corp-Payroll Taxes	602.30	643.73	-41.43
20-100 · Rec-Legal Counsel	495.00	202.50	292.50
20-103 · Rec-Consultant Fees	2,750.00	2,750.00	0.00
20-105 · Rec-Dues	1,977.46	1,235.70	741.76
20-106 · Rec-Misc	861.71	148.69	713.02
20-135 · Rec-Telephone	1,940.19	2,493.29	-553.10
20-140 · Rec-Office Supplies	1,132.85	1,678.41	-545.56
20-150 · Rec-Onsite Programs	5,288.35	3,798.43	1,489.92
20-155 · Rec-Programs Supplies	482.42	1,411.75	-929.33
20-160 · Rec-Offsite Programs	0.00	545.00	-545.00

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BRAIDWOOD PARK DISTRICT

Profit & Loss Prev Year Comparison

May 1, 2023 through April 2, 2024

	<u>May 1, '23 - Apr 2, 24</u>	<u>May 1, '22 - Apr 2, 23</u>	<u>\$ Change</u>
20-165 · Rec-Utilities	10,117.19	12,165.65	-2,048.46
20-170 · Rec-Maint Grounds	3,765.32	152.48	3,612.84
20-175 · Rec-Maintenance Building	246.14	1,852.58	-1,606.44
20-200 · Rec-Operating Supplies	1,593.72	1,076.25	517.47
20-340 · Rec-Payroll Taxes	602.31	643.77	-41.46
30-300 · Liab Ins- Liability			
30-305 · Work Comp	3,605.00	3,605.00	0.00
30-300 · Liab Ins- Liability - Other	16,251.00	15,095.00	1,156.00
Total 30-300 · Liab Ins- Liability	<u>19,856.00</u>	<u>18,700.00</u>	<u>1,156.00</u>
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
Total 50-100 · Bond Payment	<u>51,274.78</u>	<u>51,333.54</u>	<u>-58.76</u>
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	26,585.32	-26,585.32
60-120 · Cap-Building Construction	25,503.42	6,818.30	18,685.12
66000 · Payroll Expenses	37,803.48	37,253.88	549.60
66900 · Reconciliation Discrepancies	3.00	0.00	3.00
Total Expense	<u>202,990.54</u>	<u>215,237.68</u>	<u>-12,247.14</u>
Net Income	<u>19,898.51</u>	<u>-13,413.43</u>	<u>33,311.94</u>

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