

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
March 5, 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, Grivetti, Bolatto and Hopf.

The following 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 Grivetti, 2nd by Commissioner Hopf to approve the minutes from the February 6, 2024 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 Bolatto, 2nd by Commissioner Grivetti to approve the Warrant of March 5, 2024 in the amount of \$7,684.81.

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, 2nd by Commissioner Howard 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 RCMS 7th Grade Class is still planning on holding their annual Park Cleanup Day on Friday March 22nd. Students will arrive at the park at 11am and will leave around 2pm.

- Comm. Bolatto stated that the Annual Children's Easter Egg Hunt is planned for Saturday March 23rd and will be held in the baseball fields again like last year. The Knights of Columbus and Lions Club will also be doing their annual Easter Basket Giveaway during the event. Setup will begin at 11am, registration/basket giveaway will begin at noon and the hunt will begin at 1pm with the youngest age group.

- Comm. Bolatto stated that quotes for upgrades and additions to the district's Security camera system are being obtained. A new vendor has been consulted as the previous vendor, Surf Air Wireless, is no longer in the surveillance system business. More information will be shared at a later date.

Recreation Committee: No Report

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

New and Unfinished Business:

- Comm. Grivetti presented options for HVAC upgrades to various district buildings from Bradbury Heating, Cooling, Plumbing & Electric. Board members agreed to proceed with the installation of air condition and/or heating units in the District's administrative office, lions pavilion and lions pavilion kitchen, in the amount of \$28,570.00, with expenses to be reimbursed thru the district's allocation of Will County ARPA funds.

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

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

- Comm. Grivetti stated that he is still working on getting estimates for electrical repairs to the basketball court pavilion and adjacent restroom facility as well as the installation of two-way electrical switched underneath the lion's pavilion.

- Comm. Howard presented information on the replacement of cabinets & countertops in the lion's pavilion kitchen. Following discussion, a motion was made by Comm. Bolatto, 2nd by Comm. Grivetti to proceed with purchasing materials for the project, in an amount not to exceed \$5,500.00

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

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

- Comm. Bolatto reminded board members about completing annual Statement of Economic Interest statements thru the Will County Clerk's online portal.

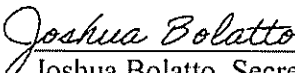
Executive Session: None

Adjournment: A motion was made by Commissioner Bolatto, 2nd by Commissioner Grivetti, to adjourn the meeting at 7:35p.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: March 5, 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 February 6, 2024

IV. APPROVAL OF WARRANT

A. Warrant of March 5, 2024

V. FINANCE COMMITTEE

A. Monthly Financial Reports

VI. BUILDINGS & GROUNDS COMMITTEE

- A. Updates on various projects taking place throughout the parks.**
- B. RCMS Park Cleanup Day Fri. 3/22**
- C. Children’s Easter Egg Hunt Sat. 3/23**

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**
- C. Installation of two-way electrical switches under the kitchen pavilion**
- D. Replacement of cabinets & countertops in kitchen pavilion**
- E. Annual Statement of Economic Interest Filings**

X. EXECUTIVE SESSION

XI. ADJOURNMENT

Posted this 3rd day of March, 2024
J. Bolatto, Secretary
Braidwood Park District
Board of Commissioners

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

**BRAIDWOOD PARK DISTRICT
ACCOUNTS PAYABLE WARRANT**

The Board of Commissioners of the Braidwood Park District hereby approves the Warrant of March 5, 2024 in the amount of **\$7,684.81** 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>For:</u>	
		<u>Account:</u>	<u>Amount</u>	
2/10/2024	9168	Caseys	Fuel	\$ 121.94
2/10/2024	9169	City of Braidwood	Utilities - Water/Sewer	\$ 133.77
2/12/2024	9170	Nicor Gas	Utilities - Natural Gas	\$ 487.14
2/12/2024	9171	Elan Financial Services	Supplies, CC	\$ 162.68
2/15/2024	eftps	United States Treasury	Payroll Withholding	\$ 528.68
2/15/2024	9172	LRs	Porta Potties	\$ 220.00
2/16/2024	9173	Brian Stellano	Payroll, Net	\$ 520.03
2/16/2024	9174	Justin Stellano	Payroll, Net	\$ 492.88
3/1/2024	9175	Brian Stellano	Payroll, Net	\$ 445.73
3/1/2024	9176	Justin Stellano	Payroll, Net	\$ 510.88
3/5/2024	9177	AT&T	Utilities - Phone/Internet	\$ 417.46
3/5/2024	9178	ComEd	Utilities - Electric	\$ 2,398.85
3/5/2024	9179	Illinois Public Risk Fund	Work Comp Premium	\$ 901.00
3/5/2024	9180	Nicor Gas	Utilities - Natural Gas	\$ 102.87
3/5/2024	9181	Whitmore Ace Hardware	Supplies	\$ 46.34
3/5/2024	9182	Homewood Disposal	Utilities - Garbage Disposal	\$ 194.56
			Total	\$ 7,684.81

BRAIDWOOD PARK DISTRICT
 FUND BALANCE REPORT
 2023 - 2024

	BEGINNING BALANCE 4/30/2023	INCOME 3/5/2024	EXPENSE 3/5/2024	AUDITOR ADJUSTMENT	ENDING BALANCE 3/5/2024	TRANSFER	ADJUSTED BALANCE 3/5/2024
CORPORATE	\$17,405.73	\$75,894.76	\$44,386.57	\$0.00	\$48,913.92	(\$10,700.00)	\$38,213.92
RECREATION	\$22,810.93	\$58,910.61	\$46,266.95	\$0.00	\$35,534.59	(\$16,000.00)	\$19,534.59
BOND & INTEREST	\$1,510.11	\$50,298.01	\$52,281.78	\$0.00	(\$453.66)	\$1,700.00	\$1,246.34
AUDIT	\$4,444.87	\$2,962.19	\$1,950.00	\$0.00	\$5,497.06	\$0.00	\$5,497.06
LIABILITY INSURANCE	\$7,566.90	\$22,591.65	\$19,856.00	\$0.00	\$10,242.55	\$0.00	\$10,242.55
PARK IMPROVEMENTS	\$100,221.66	\$11,328.35	\$16,007.41	\$0.00	\$95,542.60	\$15,000.00	\$110,542.60
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	\$221,985.57	\$180,748.71	\$0.00	\$241,631.54	\$0.00	\$241,631.54
Bank Balance	\$ 204,449.62						\$ 245,982.14
Liabilities	\$ 3,257.83						\$ 3,553.48
Adjusted Balance	\$ 201,191.79						\$ 242,428.66
							(\$797.12)

(1)

BRAIDWOOD PARK DISTRICT
Balance Sheet
As of March 5, 2024

	<u>Mar 5, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
LAF - CAP	203,655.25
Midland State Bank - Checking 2	26,343.57
Midland State Bank Money Mkt	15,983.32
Total Checking/Savings	<u>245,982.14</u>
Other Current Assets	
Petty Cash	1,000.00
Total Other Current Assets	<u>1,000.00</u>
Total Current Assets	<u>246,982.14</u>
TOTAL ASSETS	<u><u>246,982.14</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	104.74
PAYROLL-MCARE	447.80
PAYROLL-SWT	558.54
24000 - Payroll Liabilities	2,442.40
Total Other Current Liabilities	<u>3,553.48</u>
Total Current Liabilities	<u>3,541.45</u>
Total Liabilities	3,541.45
Equity	
3000 - Opening Bal Equity	6,793.34
3900 - Retained Earnings	195,410.48
Net Income	41,236.87
Total Equity	<u>243,440.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>246,982.14</u></u>

BRAIDWOOD PARK DISTRICT

Profit & Loss Prev Year Comparison

May 1, 2023 through March 5, 2024

	May 1, '23 - Mar 5, 24	May 1, '22 - Mar 5, 23	\$ Change
Income			
Corp Grants	10,289.00	0.00	10,289.00
Interest - Cap	8,436.35	4,991.64	3,444.71
Interest - Corp	138.20	105.83	32.37
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	200.00	75.00	125.00
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	221,985.57	201,016.97	20,968.60
Gross Profit	221,985.57	201,016.97	20,968.60
Expense			
2000 - 2022 Uncleared Checks	0.00	903.54	-903.54
10-100 · Corp-Legal Counsel	495.00	175.00	320.00
10-105 · Corp-Consultant Fees	2,750.00	2,750.00	0.00
10-110 · Corp-Telephone	1,851.67	2,211.73	-360.06
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	187.54	549.74
10-150 · Corp-Utilities	9,383.93	11,332.39	-1,948.46
10-180 · Corp-Garbage	3,654.04	3,253.55	400.49
10-185 · Corp-Education	0.00	680.00	-680.00
10-195 · Corp-Misc Expense	462.06	488.88	-26.82
10-200 · Corp-Maint/Building	191.14	2,759.95	-2,568.81
10-210 · Corp-Maint/Equipment	542.11	3,096.36	-2,554.25
10-220 · Corp-Maint/Grounds	194.55	60.00	134.55
10-225 · Corp-Operating Supplies	3,453.88	4,436.00	-982.12
10-226 · Corp-Fuel	2,295.69	3,537.80	-1,242.11
10-340 · Corp-Payroll Taxes	602.30	643.73	-41.43
20-100 · Rec-Legal Counsel	495.00	175.00	320.00
20-103 · Rec-Consultant Fees	2,750.00	2,750.00	0.00
20-105 · Rec-Dues	680.00	1,235.70	-555.70
20-106 · Rec-Misc	861.71	148.69	713.02
20-135 · Rec-Telephone	1,851.76	2,211.84	-360.08
20-140 · Rec-Office Supplies	879.43	1,461.39	-581.96
20-150 · Rec-Onsite Programs	5,115.20	3,681.79	1,433.41
20-155 · Rec-Programs Supplies	482.42	1,411.75	-929.33
20-165 · Rec-Utilities	9,828.33	11,759.67	-1,931.34

BRAIDWOOD PARK DISTRICT

Profit & Loss Prev Year Comparison

May 1, 2023 through March 5, 2024

	May 1, '23 - Mar 5, 24	May 1, '22 - Mar 5, 23	\$ Change
20-170 · Rec-Maint Grounds	3,545.32	152.48	3,392.84
20-175 · Rec-Maintenance Building	246.14	1,402.58	-1,156.44
20-200 · Rec-Operating Supplies	1,446.41	915.85	530.56
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	19,856.00	18,700.00	1,156.00
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	51,274.78	51,333.54	-58.76
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	2,285.77	-2,285.77
60-120 · Cap-Building Construction	11,361.91	6,818.30	4,543.61
66000 · Payroll Expenses	34,965.83	34,861.90	103.93
66900 · Reconciliation Discrepancies	3.00	0.00	3.00
Total Expense	180,748.70	184,774.32	-4,025.62
Net Income	41,236.87	16,242.65	24,994.22



Bradbury Plumbing Heating and Air, LLC
 4150 North 10000W Road, Bonfield, Illinois 60913 United States
 (815) 791-9272

BILL TO

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

ESTIMATE 25201354	ESTIMATE DATE Apr 29, 2023
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JOB ADDRESS

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

Job: 25025131

ESTIMATE DETAILS

Pavilion : Install new 3 ton Mitsubishi indoor unit
 Install new 3 ton Mitsubishi outdoor unit
 Pour concrete pad to place outdoor unit on stands
 Install new linset
 Install new drain
 Install all necessary electric and fittings for installation

Warranty

12 year parts
 12 year labor

Total \$9,860

SUB-TOTAL	\$0.00
TAX	\$0.00
TOTAL	\$0.00

Thank you for choosing Bradbury Plumbing Heating and Air, LLC

CUSTOMER AUTHORIZATION

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Bradbury Plumbing Heating and Air, LLC as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed .All HVAC estimates hold a 1 year labor warranty. Customer has a 3 day right to cancel estimate from date of signature without charge. Bradbury Heating and Air contractor license #L2015-190.



Bradbury Plumbing Heating and Air, LLC
 4150 North 10000W Road, Bonfield, Illinois 60913 United States
 (815) 791-9272

BILL TO

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

ESTIMATE 29285480	ESTIMATE DATE Feb 27, 2024
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JOB ADDRESS

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

Job: 29256167

ESTIMATE DETAILS

New Kitchen : Install new Mitsubishi 1.5 ton outdoor unit
 Install new Mitsubishi 18kw indoor under
 Pour concrete pad to place outdoor unit on
 Install new thermostat for unit
 Install new 3/8 lineset approx. 40ft
 Install new wire
 Install new drain
 Install all necessary electric and fittings for install

Warranty
 12 year parts
 3 year labor

Total \$8,850.00

SUB-TOTAL	\$0.00
TAX	\$0.00
TOTAL	\$0.00

Thank you for choosing Bradbury Plumbing Heating and Air, LLC

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Bradbury Plumbing Heating and Air, LLC
 4150 North 10000W Road, Bonfield, Illinois 60913 United States
 (815) 791-9272

BILL TO

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

ESTIMATE 25201446	ESTIMATE DATE Apr 29, 2023
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JOB ADDRESS

Braidwood Park District
 245 West 1st Street
 Braidwood, IL 60408 USA

Job: 25025131

ESTIMATE DETAILS

Mini Split house : Install new 3 ton Mitsubishi indoor unit
 Install new 3 ton Mitsubishi outdoor unit
 Pour concrete pad to place outdoor unit on stands
 Install new linset
 Install new drain
 Install all necessary electric and fittings for installation

Warranty

12 year parts
 12 year labor

Total \$9,860.00

SUB-TOTAL	\$0.00
TAX	\$0.00
TOTAL	\$0.00

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