



**Mission:** To create community

**Vision:** The “place to be” for exceptional experiences

**Core Values:** Innovation, Sustainability, Inclusion, and Exceptional Services

## PUBLIC NOTICE

### To Whom It May Concern:

NOTICE IS HEREBY GIVEN that the REGULAR MEETING of the WARRENVILLE PARK DISTRICT BOARD OF COMMISSIONERS is scheduled for Thursday, May 16<sup>th</sup>, 2024 at 6:15 PM, at the Warrenville Park District Recreation Center, 3S260 Warren Ave., Warrenville, IL 60555 in the Upper-Level Multipurpose Room 201.

**DATE:** Thursday, May 16<sup>th</sup>, 2024

**TIME:** 6:15 PM

### **AGENDA:**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of May 16<sup>th</sup>, 2024 Regular Meeting Agenda
- V. Public Comment
- VI. Approval of Consent Agenda:
  - a. Approval the Board of Commissioners Closed Session – Personnel Meeting Minutes of March 21<sup>st</sup>, 2024
  - b. Approval of the Regular Meeting Minutes of the Board of Commissioner for April 18<sup>th</sup>, 2024
  - c. Approval of the Board of Commissioners Closed Session – Personnel Meeting Minutes of April 18<sup>th</sup>, 2024
- VII. Financial Reports
  - a. Approval of Financial Statements for the Period Ending April 30<sup>th</sup>, 2024
  - b. Approval of Expenditure Report through April 30<sup>th</sup>, 2024 in the Amount of \$145,634.99
- VIII. Correspondence
  - a. Congratulation Letter from PDRMA on the Districts 2024 Risk Management Review Kickoff Process Incentive (1 of 3) of \$500 and is part of the overall \$1500 Financial incentive
- IX. Old Business:
  - a. Lions Park Landscaping
- X. New Business
  - a. Election of Board Officers – 2024-2025
    - i. Election of President – 2024-2025
    - ii. Election of Vice President – 2024-2025
  - b. Appointment of Board Treasurer – 2024-2025
  - c. Appointment of Assistant Board Treasurer – 2024-2025
  - d. Appointment of Board Secretary – 2024-2025
  - e. Appointment of Assistant Board Secretary – 2024-2025
  - f. Appointment of Attorney
  - g. Appointment of ADA Compliance Officer
  - h. Board Designation of Open Meetings Act Officer (Executive Director) or more officials/employees to successfully complete the Illinois Attorney General Open Meetings Act (OMA) annual training requirement
  - i. Board designation of Freedom of Information Act (FOIA) Officer (Executive Director & Executive Assistant) to successfully complete the Illinois Attorney Freedom of Information Act (FOIA) training on an annual basis



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- j. Board designation of Ethics Advisor (Executive Director/District Attorney) who shall provide guidance to the officers and employees concerning the interpretation of and compliance with provisions of Ordinance 2004-03, (Article 15) and State Ethics Laws
- k. Appointment by Board President (with the advice and consent of the Board of Park Commissioners) of three members to the Ethics Committee of the Warrenville Park District
- l. Review and Approval of Personnel Policy Manual: Section 1: Employment Policies & Procedures
- m. Review and Approval of Personnel Policy Manual: Section 2: Payroll Policies and Procedures
- n. Review and Approval of Resolution 2024-04: A Resolution Approving the Agreement Between the Warrenville Park District and WMC Productions (Warrenville Masterpiece Community)
- o. Discussion and Approval of the selling of beer, wine, malts, hard ciders, and alcoholic seltzers at the beer tent at the Warrenville Summer Daze Festival (August 2<sup>nd</sup> & 3<sup>rd</sup>, 2024)
- p. Discussion and Approval of the selling of beer, wine, malts, hard ciders, and alcoholic seltzers at the beer tent at the Warrenville Fall Fest (October 25<sup>th</sup>, 2024)
- q. Review and Approval of the Agreement with ACTServices, Inc. (Accessibility Consultation and Training Services, Inc.) to Update the Districts Transition Plan in the amount of \$7,400
- r. Approval of Commissioner(s) Attendance at NRPA Conference October 8<sup>th</sup>–10<sup>th</sup>, 2024 in Atlanta, Georgia
- s. Developer Donations – Quarter Ending March 30<sup>th</sup>, 2024 in the Amount of \$11,907.67
- t. Discussion and Approval of District Goals and Objectives

**XI. Officials & Staff Report:**

- a. President
- b. Commissioners
- c. Executive Director
- d. Department Head Reports

**XII. Any Other Business that May Properly Come Before the Board for Discussion Only**

**XIII. Adjournment**

This notice is given pursuant to 5 ILCS/120

Date: May 10<sup>th</sup>, 2024

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/S/Barbara Thornbury, President of the Board of Park Commissioners  
Warrenville Park District, DuPage County, Illinois

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District’s Administrative Office, 3S260 Warren Avenue, Warrenville, IL: Monday through Friday from 9:00 am to 4:00 pm at least 48 hours prior to the meeting. Telephone number is 630-393-7279. Access for the hearing impaired is through Illinois Relay Services at 1-800-526-0857; requests for a qualified interpreter, require five (5) working days advance notice.