



**FOX VALLEY PARK DISTRICT
LOCAL GOVERNMENT EFFICIENCY ACT COMMITTEE**

Serving the Fox Valley Park District
Kane, DuPage, Kendall and Will Counties, Illinois

OPEN SESSION MEETING MINUTES

September 18, 2023 4:15 PM

Cole Administration Center
101 W. Illinois Avenue, Aurora

1.0 Call to Order

President Anderson called the meeting to order at 4:15pm.

2.0 Roll Call

President Anderson directed the Board Secretary to take attendance by roll call. The following members of the Fox Valley Park District Local Government Efficiency Act Committee were present: Jerry Butler, Marea Clement, President Chuck Anderson, Aimee Cisneros, and Rocio Arvayo. Absent: Joe Grisson and Matt Hicks, Jr. Maryanne Cummings arrived at 4:18pm, after roll call was taken. Also present: Executive Director Jim Pilmer, Attorney Gerald Hodge, Directors Halverson, Ijams, Michael, Palmquist, Paprocki, and Chief Lapp, Administrative staff, and guests.

3.0 Approval of July 10, 2023 committee meeting minutes.

Jerry Butler made a motion to approve the July 10, 2023 minutes, seconded by Marea Clement. Voice voting Aye: Jerry Butler, Marea Clement, Maryanne Cummings, President Chuck Anderson, Aimee Cisneros, and Rocio Arvayo. Voting Nay: none, and the minutes were approved.

4.0 Highlights of Efficiency Act and meeting framework

Jon Michael welcomed the committee members and announced that this is the second of three meetings of the committee.

5.0 Efficiency report template draft overview

Jon Michael provided a draft of the efficiency report and announced that the report will be completed and presented for approval at the next committee meeting on October 23, 2023.

6.0 Employee personnel manual and legal audit results

Jennifer Paprocki presented an overview of the process of annually reviewing the full time and part time personnel manuals. A review was recently completed by contracted employment attorneys, and the proposed changes were presented to the committee in a summary document. The most notable of changes is that the full time and part time manuals will be condensed into one complete document.

7.0 Popular Annual Financial Report (PAFR) overview

Jennifer Paprocki presented the 2022 Popular Annual Financial Report (PAFR), which is a condensed version of the 2022 audit report, but also contains information on District demographics, an explanation of the sources of revenues and expenses, the Board of Commissioners, the District mission, and core values. The PAFR is produced voluntarily each year after the audit is complete and is made available on

the District website and at all District community centers. It is also submitted to an award process, having won the award 5 years previously.

8.0 Public Comment

None presented.

9.0 Request for survey feedback

None presented.

10.0 Adjournment

A motion was made by Maryanne Cummings to adjourn, seconded by Marea Clement. Voice voting
Aye: Jerry Butler, Marea Clement, Maryanne Cummings, President Chuck Anderson, Aimee Cisneros,
and Rocio Arvayo. Voting Nay: none, and the meeting was adjourned at 4:22pm.

Respectfully submitted by:



*Kim Nooncaster
Board Secretary*