

2025

BOARD OF
COMMISSIONERS
ELECTION
CANDIDATE
PACKET



WHEATON PARK DISTRICT

CANDIDATE FILING CHECKLIST

- ☐ **Receipt from County Clerk evidencing the filing of the Statement of Economic Interests (must be filed by the last day of filing)***

** Original Statements of Economic Interests are obtained from and filed with the County Clerk.*

- ☐ **Statement of Candidacy**

Complete:

- Proper Designation of:
 - Candidate Information (Ballot Name and Address)
 - Office Sought
 - Term Sought (Full is sought, unless an unexpired term is stated)
 - Unit of Government/District
 - Party (for New Political Party)
- Attestation
- Candidate's Signature (witnessed by Notary Public)
- Notarization of Candidates signature with Notary Seal

- ☐ **Nomination Petition(s):**

Complete:

- Proper Designation of:
 - Candidate Information (Ballot Name and Address)
 - Office Sought
 - Term Sought (Full is sought, unless an unexpired term is stated)
 - Unit of Government/District
 - Party (for New Political Party)
- Signator's affixed name and address
- Attestation
- Circulator completed the Circulator's Statement
- Circulator's Signature (witnessed by Notary Public)
- Notarization of Circulator's Signature with Notary Seal

- ☐ **Original petition sheets must be consecutively numbered**

- ☐ **Nominating papers must be securely bound together before filing**

preferred order.

- Receipt of Statement of Economic Interests
- Statement of Candidacy
- Loyalty Oath (*optional*)
- Nomination Petitions
- Certification of Attached List of Deletions (*if applicable*)
- Certification of Deletions (*if applicable, must be filed if a Certification of Attached List is filed*)

This checklist is intended for informational purposes only; candidates are encouraged to seek the advice of legal counsel before filing any nomination papers.

D-5 NOTICE OF OBLIGATION

TO: All Candidates for Nomination, Election or Retention to Public Office and for Questions of Public Policy

This letter is to officially notify you of your filing obligation under Article 9 of the Election Code (An Act to Regulate Campaign Financing).

ALL CAMPAIGN DISCLOSURE DOCUMENTS, INCLUDING THE D-1 STATEMENT OF ORGANIZATION, MUST BE FILED WITH THE STATE BOARD OF ELECTIONS ONLY.

The Act requires a political committee to file a form D-1, Statement of Organization, within 10 business days of the creation of such committee, except any political committee created within the 30 days before an election must file a Statement of Organization within 2 business days. Required forms and A Guide to Campaign Disclosure are available from the Board offices and online. Failure to file or late filing of a Statement of Organization will result in a civil penalty being imposed by the Board.

Committees who must file fall within five categories: Candidate Political Committee, Political Party Committee, Political Action Committee, Ballot Initiative Committee, or Independent Expenditure Committee.

10 ILCS 5/9-1.8 Political Committees

Candidate Political Committee: means the candidate himself or herself or any natural person, trust, partnership, corporation, or other organization or group of persons designated by the candidate that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 on behalf of the candidate.

Political Party Committee: means the State central committee of a political party, a county central committee of a political party, a legislative caucus committee, or a committee formed by a ward or township committeeman of a political party. A legislative caucus committee means a committee established for the purpose of electing candidates to the General Assembly by the person elected President of the Senate, Minority Leader of the Senate, Speaker of the House of Representatives, Minority Leader of the House of Representatives, or a committee established by 5 or more members of the same caucus of the Senate or 10 or more members of the same caucus of the House of Representatives.

Political Action Committee: means any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons, other than a candidate, political party, candidate political committee, or political party committee, that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 on behalf of or in opposition to a candidate or candidates for political office. Political Action Committee includes any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons, other than a candidate, political party, candidate political committee, or political party committee, that makes electioneering communications during any 12 month period in an aggregate amount exceeding \$5000 related to any candidate or candidates for public office.

Ballot Initiative Committee: means any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 in support of or in opposition to any question of public policy to be submitted to the electors. Ballot initiative committee includes any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons that makes electioneering communications during any 12 month period in an aggregate amount exceeding \$5000 related to any question of public policy to be submitted to the voters. The \$5000 threshold applies to any contributions or expenditures received or made with the purpose of securing a place on the ballot for, advocating the defeat or passage of, or engaging in electioneering communication regarding the question of public policy, regardless of the method of initiation of the question of public policy and regardless of whether petitions have been circulated or filed with the appropriate office or whether the question has been adopted and certified by the governing body.

Independent Expenditure Committee: means any trust, partnership, committee, association, corporation, or other organization or group of persons formed for the exclusive purpose of making independent expenditures during any 12-month period in an aggregate amount exceeding \$5000 in support of or in opposition to (i) the nomination for election, election, retention, or defeat of any public official or candidate or (ii) any question of public policy to be submitted to the electors. "Independent expenditure committee" also includes any trust, partnership, committee, association, corporation, or other organization or group of persons that makes electioneering communications that are not made in connection, consultation, or concert with or at the request or suggestion of a public official or candidate, a public official's or candidate's designated political committee or campaign, or an agent or agents of the public official, candidate, or political committee or campaign during any 12-month period in an aggregate amount exceeding \$5000 related to (i) the nomination for election, election, retention, or defeat of any public official or candidate or (ii) any question of public policy to be submitted to the voters.

STATEMENT OF CANDIDACY**NONPARTISAN**

NAME:	OFFICE: A Full Term is sought, unless an unexpired term is stated here: ____ year unexpired term
ADDRESS – ZIP CODE:	CITY, VILLAGE OR SPECIAL DISTRICT:

If required pursuant to 10 ILCS 5/7-10.2, 8-8.1 or 10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
 (List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS)
) SS.
 County of _____)

I, _____ being first duly sworn (or affirmed), say that I reside at
 _____, in the City, Village, Unincorporated Area of _____
 (if unincorporated, list municipality that provides postal service) Zip Code _____, in the County of
 _____, State of Illinois; that I am a qualified voter therein, that I am a candidate for Nomination/

Election to the office of _____ in the _____
 (Name of City, Village or Special District)

to be voted upon at the election to be held on _____ (date of election) and that I am legally qualified
 to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests
 as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official ballot for
 Nomination/Election to such office.

 (Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me, on _____
 (Name of Candidate) (insert month, day, year)

(SEAL)

 (Notary Public's Signature)

____ATTACH TO PETITION____

10 ILCS 5/7-10.1

Suggested
Revised July, 2004
SBE No. P-1C

LOYALTY OATH
(OPTIONAL)

United States of America)
)
State of Illinois) SS.

I, _____, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me,
(Name of Candidate)

on _____
(insert month, day, year)

(Notary Public's Signature)

(SEAL)

NONPARTISAN PETITION
(NON-MUNICIPAL AND COMMISSION FORM OF MUNICIPALITY)

We, the undersigned, qualified voters in the _____ in the
(unit of government)
County of _____ and State of Illinois, do hereby petition that the following named person shall be a Nonpartisan
Candidate for election to the office hereinafter specified, in the aforesaid unit of government, to be voted for at the election to be held
on _____ (date of election).

NAME:	OFFICE:
ADDRESS:	
A Full Term is sought, unless an unexpired term is stated here: _____ year unexpired term	

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	VOTER'S PRINTED NAME (optional)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1.			.IL	
2.			.IL	
3.			.IL	
4.			.IL	
5.			.IL	
6.			.IL	
7.			.IL	
8.			.IL	
9.			.IL	
10.			.IL	

State of _____)
County of _____) SS

I, _____ (Circulator's Name) do hereby certify that I reside at _____, in the
City/Village/Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) (Zip

Code) _____, County of _____, State of _____ that I am 18 years of age or older (or 17 years of
age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days
preceding the last day of filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the
petition registered voters of the political division in which the candidate is seeking elective office, and their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (Insert month, day, year)

(SEAL)

(Notary Public's Signature)

SHEET NO. _____

NONPARTISAN PETITION
(NON-MUNICIPAL AND COMMISSION FORM OF MUNICIPALITY)

We, the undersigned, qualified voters in the _____ in the
(unit of government)
County of _____ and State of Illinois, do hereby petition that the following named person shall be a Nonpartisan
Candidate for election to the office hereinafter specified, in the aforesaid unit of government, to be voted for at the election to be held
on _____ (date of election).

NAME:	OFFICE:
ADDRESS:	
A Full Term is sought, unless an unexpired term is stated here: _____ year unexpired term	

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____

(List all names during last 3 years)

(List date of each name change)

NAME (VOTER'S SIGNATURE)	VOTER'S PRINTED NAME (optional)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1.			.IL	
2.			.IL	
3.			.IL	
4.			.IL	
5.			.IL	
6.			.IL	
7.			.IL	
8.			.IL	
9.			.IL	
10.			.IL	

State of _____)

SS.

County of _____)

I, _____ (Circulator's Name) do hereby certify that I reside at _____, in the

City/Village/Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) (Zip

Code) _____, County of _____, State of _____ that I am 18 years of age or older (or 17 years of
age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days
preceding the last day of filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the
petition registered voters of the political division in which the candidate is seeking elective office, and their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (Insert month, day, year)

(SEAL)

(Notary Public's Signature)

SHEET NO. _____

CERTIFICATION OF DELETIONS

I, _____, Candidate or Circulator (circle one) do hereby certify that I have properly initialed the deletions of signatures, listed hereinafter by page and line numbers, from the petition of _____ (Name of Candidate) who is a candidate for election or nomination (circle one) to the office of _____ at the _____ Election to be held on _____ (date of election).

Page No.	Line No.	Page No.	Line No.	Page No.	Line No.

(Signature of Person Deleting Signatures)

Only the person circulating the petition, or the candidate on whose behalf the petition is circulated, may strike any signature from the petition. If deletions are made, this **CERTIFICATION OF DELETIONS** shall be filed as part of the petition.

CERTIFICATE OF ATTACHED LIST OF DELETIONS

We, the undersigned persons who have stricken signatures from the attached hereby certify that there is/are _____ page(s) of **CERTIFICATION OF DELETIONS** listing signatures which have been stricken, and are attached hereafter to the petitions of _____ (Name of Candidate) who is a candidate for election to the office of _____ at the _____ Election to be held on _____ (date of election).

The following are the page numbers indicated on the attached **CERTIFICATION OF DELETIONS**:

(CANDIDATE)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

(Circulator)

Every person striking signatures from the petition shall each sign this certificate. This certificate shall be filed as part of the petition, shall be numbered, and shall be attached immediately following the last page of voters' signatures and preceding any **CERTIFICATE OF DELETION** sheet.

SHEET NO. _____



SERVING ON A PARK DISTRICT BOARD

WHAT DOES THAT MEAN?

IAPD
Illinois Association of Park Districts

SO YOU WANT TO SERVE ON THE PARK DISTRICT BOARD... WHAT DOES THAT MEAN?

By Peter Murphy, President and CEO
Illinois Association of Park Districts

If you are appointed or elected to the park board, you will become a leader who has accepted a major civic responsibility. You should be willing to make a commitment to give freely of your time and talents to help strengthen and further the park, recreation and conservation mission of your community.

As a board member, you will take on the responsibility for helping to set goals, formulate policies and establish services that will meet the present and future needs of the citizens of your district. The success of your agency depends to a great degree on how well you understand your role and how effectively you address your responsibilities as a board member.

More than 2,100 citizens serve on Illinois park district, forest preserve and recreation boards. Effective board members are respected citizens, well known and active in community affairs and interested in the total recreational needs of their communities.

Serving without compensation, locally elected commissioners represent their fellow citizens and interpret their views. They have the primary responsibility of spending tax monies, fees and donations designated for park and recreation services. They spend, and spend wisely, millions of dollars every year.



BOARD OBLIGATIONS

As a board member, it is important that you commit to the “big picture” and the long-term effects of the decisions you make. You should use sound judgment by weighing the pros and cons of each issue, be open to new ideas, and make ethical decisions. In addition, it helps to have the capacity to “take the heat” when unpopular, but necessary, decisions are made.

Board Members:

- Adopt policies that allow the organization to run efficiently, effectively, legally and ethically.
- Request, receive, evaluate and make decisions based on well researched guidance from the executive.
- Interpret the agency's mission, values and vision to the public.
- Monitor operational and capital finances.
- Hire, fire, supervise, evaluate and support the executive.
- Establish policies after consideration of pros and cons of each issue.
- Help set a strategic direction that adopts goals relating to the vision and mission of the agency.
- Act as a resource, a sounding board and as the eyes and ears of the citizens of the community, making sure that the agency is meeting their needs.
- Develop, maintain and update long-range plans.
- Adopt and adhere to a code of ethics.





The Illinois Association of Park Districts publishes books, provides training and assists board members in their desire to serve the public.

Effective Board Members:

- Have an attitude of cooperation, open-mindedness and objectivity.
- Are motivated only by a desire to serve the citizens and the agency.
- Work with the executive, not over or around him or her.
- Inspire the community's confidence, respect and support.
- Spend time in board meetings on strategic planning, policies and procedures, not on operational details that are the executive's responsibility.
- Make no disparaging remarks about the agency, other board members or their opinions.
- Keep high ethical standards.
- Display a talent for working well with others.
- Do not promise voting outcomes prior to learning the facts of any issue.
- Do not make decisions until all sides of an issue have been presented.
- Support board decisions even when a decision conflicts with personal views.

THE ELECTION PROCESS

Park district boards in Illinois are comprised of five or seven members called commissioners or trustees. To be eligible to serve as an elected commissioner or trustee, you must live in the district for at least one year prior to election day. Terms are for six years, but the board or the community can elect to change terms to four years. In general, two seats are up for election in the spring of each odd-numbered year.

Briefly, the steps to being elected are:

1. In the fall of an even-numbered year, pick up a statement of economic interest and candidate petitions at your park district office.
2. Gather signatures of eligible voters so that your name may be placed on the ballot. You must obtain 25 valid signatures or 2 percent of the number of ballots cast for commissioner or trustee in the last election, whichever number is greater.
3. File the nominating petitions and a statement of candidacy with the park district secretary between 113 and 106 days prior to election day (usually in late December of an even-numbered year).
4. File a statement of economic interests with your county clerk (and a receipt with the park district secretary) on or before the final day for filing petitions.
5. Choose whether to file with the appropriate official clerk an optional loyalty oath and a voluntary statement of compliance with the Fair Campaign Practices Act.
6. File campaign finance disclosure forms with the State Board of Elections, if you raise or spend a prescribed amount on your campaign.

For specific details, contact your park district's executive director, board secretary or county clerk. Or, check the State Board of Elections' website at elections.il.gov.

Visit the IAPD online at
ILparks.org

TRAINING & RESOURCES FOR CURRENT AND FUTURE BOARD MEMBERS

The Illinois Association of Park Districts has a number of resources that are available to you as a candidate and as an elected board member.

These resources include such important publications as The Park District Code, the Illinois Park District Law Handbook, and the Guide to the Open Meetings Act and FOIA.

In addition, the IAPD helps board members understand the financial procedures of Illinois park districts with such publications as the Illinois Park District Financial Procedures and the Guide to Public Sector Employment Laws.

We encourage you to visit our website at ILparks.org and take advantage of the plethora of member resources that are available to you as you build your understanding of the park district system in Illinois.

As a newly elected board member, you will be receiving the Illinois Parks and Recreation magazine which contains timely information on trends and governance issues.

The IAPD also has robust educational offerings for new and seasoned board members alike and you are encouraged to participate in these throughout the year, such as:

- The opportunity to track your board service and education by applying for IAPD Board Development Program.
- The IAPD offers the Board Self-Evaluation that allows a board to take a look at themselves to determine their level of effectiveness and efficiency of operation. This specialized training will be of great benefit to new board members as well as seasoned board members. It defines roles and responsibilities, describes duties for oversight and governance and assists in defining leadership within the agency.

To find out more about IAPD's online resources or other IAPD educational services, contact:

Peter Murphy, Esq., CAE, IOM
211 East Monroe Street | Springfield, IL 62701
217.523.4554 | pmurphy@ILparks.org



Wheaton Park District

FINANCIAL POLICIES & DOCUMENTATION

To access the following financial documents and policies, scan the QR code bellow or go to:

wheatonparkdistrict.com/transparency

- Finance Documents & Policies
- 2024 Budget & Reports
- Board of Commissioners General Practices Manual
- Government Directory
- General Use Ordinances



The State of Illinois 2025 Candidate's Guide and 2025 Election & Campaign Finance Calendar can be found on the DuPage County website at **www.elections.il.gov/Main/Publications.aspx**