

6/9/2026

# Enhance Engagement of Boards & Commissions

*Village Council Meeting*

*June 9, 2026*



# Enhance Engagement of Boards and Commissions

## Presentation Outline

- Project Description
- Meeting Schedule
- Current Engagement
- Actions for 2026 & Beyond



# Enhance Engagement of Boards and Commissions

## Project Description

- Priority Action Item
- Description
  - Increase the Use of Boards and Commissions
  - Strengthen the Relationship Between VC and B&C's
  - Formalize Participation in the Long Range Plan
  - Refer Additional Items
  - Expand Recruitment Efforts



# Enhance Engagement of Boards and Commissions

Date	Topic
February 17 <a href="#">Village Council Presentation</a>	<ul style="list-style-type: none"> <li>• Introduction</li> <li>• Background</li> <li>• Current Engagement               <ul style="list-style-type: none"> <li>• Key Operating Concepts</li> <li>• Boards and Commissions Overview</li> </ul> </li> </ul>
April 14 <a href="#">Village Council Presentation</a>	<ul style="list-style-type: none"> <li>• Increase Use of Boards and Commissions</li> <li>• Refer Additional Items to Boards and Commissions</li> <li>• Formalize Participation in Long Range Plan</li> </ul>
May 5 <a href="#">Village Council Presentation</a>	<ul style="list-style-type: none"> <li>• Expand Recruitment Efforts</li> <li>• Strengthen Relationships Between Boards and Commissions and Council</li> </ul>
June	<ul style="list-style-type: none"> <li>• Village Council Direction</li> <li>• Next Steps</li> </ul>

# Enhance Engagement of Boards and Commissions

## Current Engagement



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Required by Statute

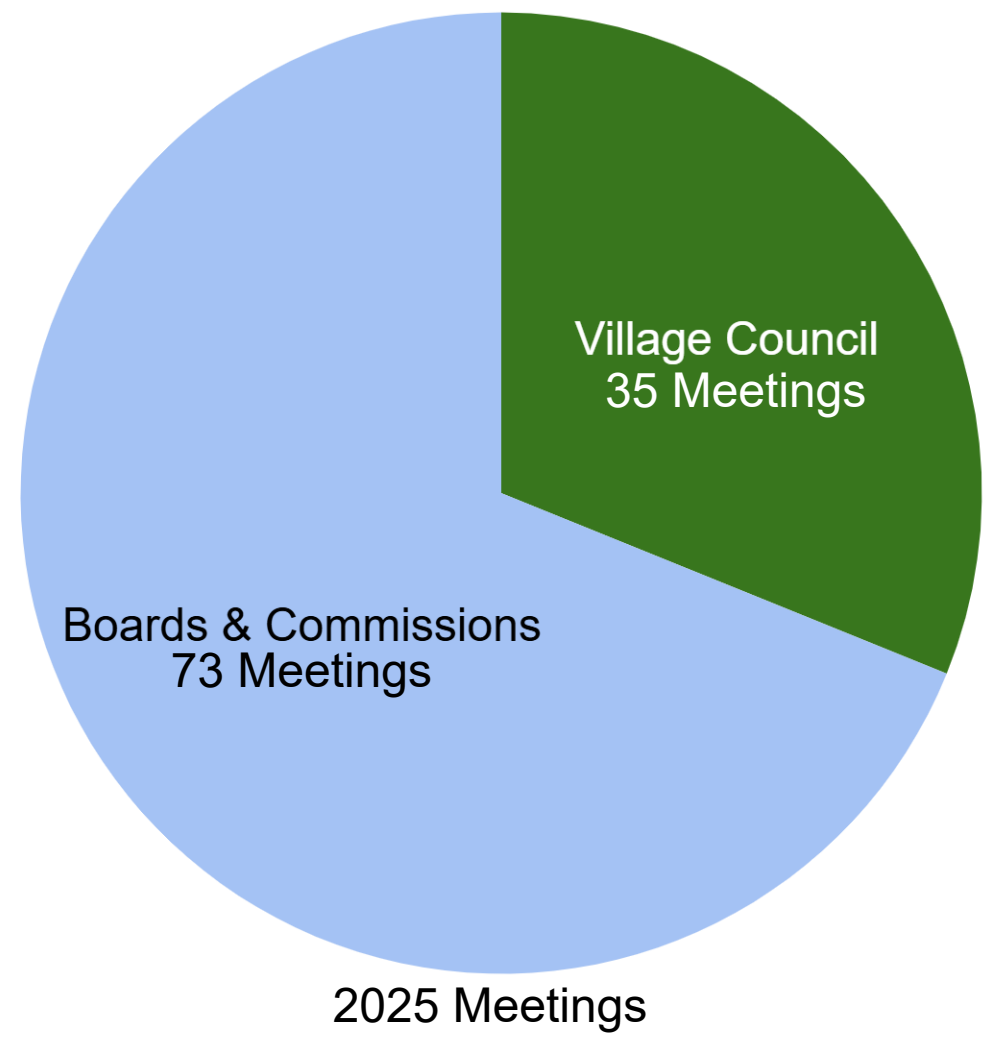
- Board of Police & Fire Commissioners
- Planning & Zoning Commission
- Foreign Fire Insurance Tax Board
- Police Pension
- Fire Pension
- Stormwater Floodplain Oversight
- Building Board of Appeals
- Library Board of Trustees

### VoDG Initiated

- Liquor Commission
- Environmental Concerns Commission
- Community Events Commission
- Transportation & Parking Commission
- Historic Preservation & Design Review Board
- Human Service Commission
- Technology Commission

# Enhance Engagement of Boards and Commissions

## Current Engagement



# Enhance Engagement of Boards and Commissions

## Current Engagement

Board & Commission	Number of Meetings
Planning & Zoning Commission	13
Board of Police and Fire Commissioners	10
Foreign Fire Insurance Tax Board	10
Human Service Commission	9
Environmental Concerns Commission	8
Police Pension	4
Fire Pension	4
Liquor Commission	4
Transportation & Parking	4
Historic Preservation & Design Review Board	4
Community Events Commission	3
Stormwater Floodplain Oversight	0
Building Board of Appeals	0
Technology Commission	0
<b>Total</b>	<b>73</b>



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Key Operating Concepts

- Operate Efficiently
- Provide Advice
- Venue for In-Depth Discussions
- Opportunities for Many Residents to Participate
- Reflect a Cross-Section of the Community
- Staff as Subject Matter Experts and Liaisons



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Operate Efficiently

- Meet Only When There are Agenda Items
  - Petition Submitted
  - VC Referred Item
- Rarely Asked to Generate Their Own Agenda Items
- Minimizes Staff Time on Board & Commission Related Activities
- Minimizes the Number of Topics and Items Considered by the Village Council



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Provide Advice

- Serve as Advisors (Some Exceptions with Boards & Commissions as Final Decision Makers)
- Provide Recommendations on Actions that will be Considered by the Village Council for Final Action
- Staff Completes Tasks and Work Products Presented to Boards & Commissions for Review and Recommendations

# Enhance Engagement of Boards and Commissions

## Current Engagement

### Venue for In-Depth Discussions

- Consider Agenda Items at a Detailed Level
- Significant Time Receiving and Considering Input from Petitioners, Public and Staff
- Provides Residents an Opportunity to Engage with the Village on a Detailed Level
- Produce a Detailed Record for Village Council Review



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Opportunities for Residents to Participate

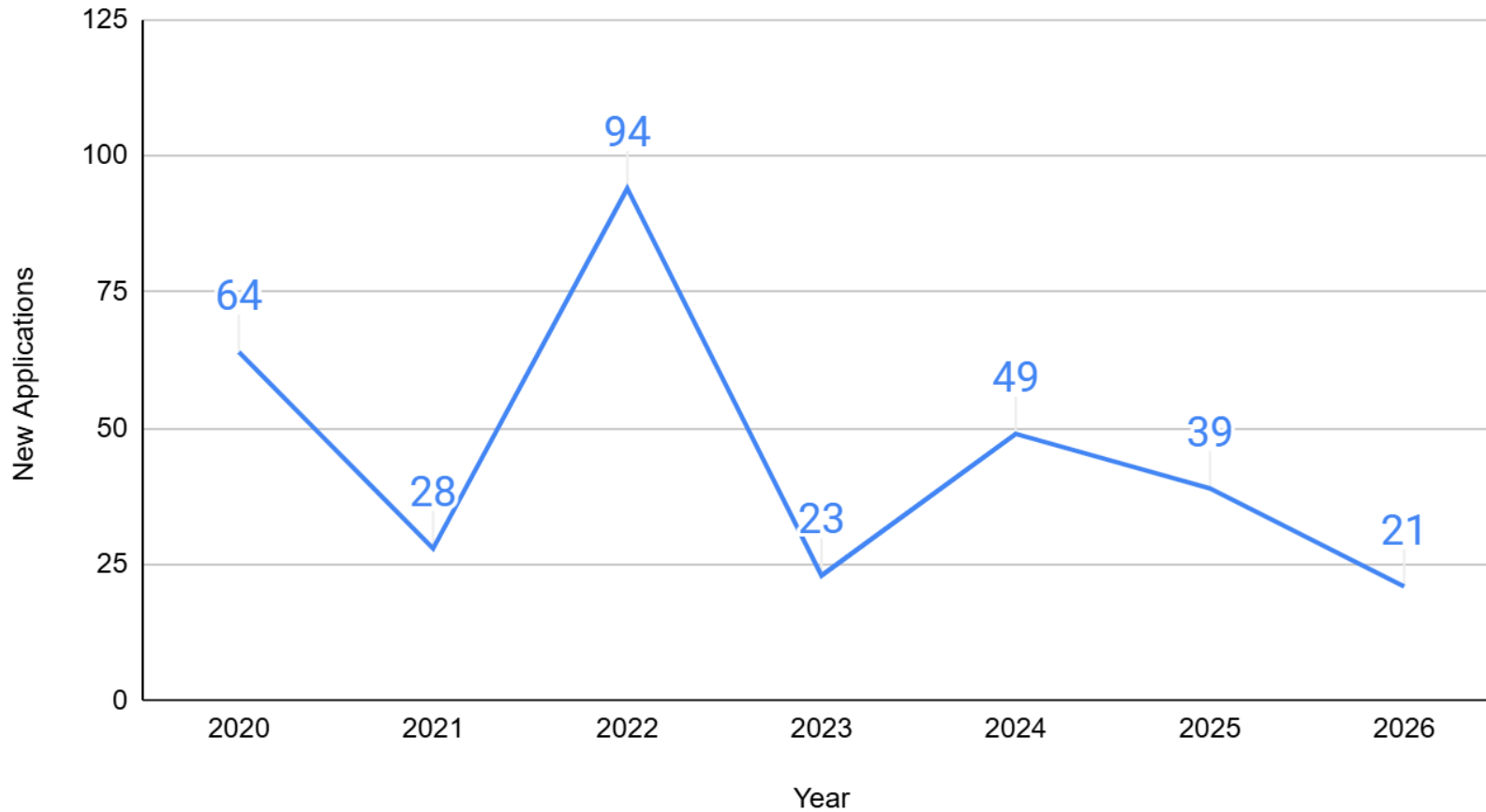
- Provide an Opportunity for Many Residents to Participate in the Village of Downers Grove Government
- Informally Limit the Number of Successive Terms
- Designed to Create Turnover – Increase the Number of Residents Who Serve



# Enhance Engagement of Boards and Commissions

## Current Engagement

New Applications, 2020 to 2026



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Reflect a Cross Section of the Community

- Members are Intended to Reflect a Variety of Different Backgrounds, Skills, Topic Matter Knowledge and Experiences
- Discussions and Recommendations Reflect the Discussions and Decisions that the Village Council is Likely to Have and Make



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Staff as Subject Matter Experts and Liaisons

- Provide Data-driven Analysis and Recommendations
- Respond to Technical Questions
- Explain the Legal Framework and Regulatory Context
- Provide Information about Village Council Policies, Plans and Actions

### Village Code:

*Each board or commission shall be assigned a Village staff member, appointed by the Village Manager, to assist such board or commission. Such staff member shall furnish information and advice respecting such matters as the board or commission may reasonably require in order to fulfill its purposes as set forth in this Article, including copies of any relevant ordinances, plans or other data, and in so doing, may obtain information and advice from the Village Manager, Village Attorney, and other officers, departments and agencies of the Village. The Village shall employ a secretary to prepare and keep minutes and records for each board and commission.*



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Communicating and Reporting

- Meeting Minutes
- Viewing of Recorded Meetings (PZC and HPDRB)
- Staff Written and Verbal Reports at Council Meetings
- Staff Informal Verbal Summaries to Individual Council Members
- Staff Written and Verbal Reports at Council Meetings



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Appointment Process

Guided by the [Village Council Policy](#)

- Staff Shall:
  - Provide and Manage Applications
  - Identify Members with Expiring Terms and Inquire if They are Interested in Continuing to Serve
  - Facilitate the Screening of Applicants by the Mayor (The Mayor may delegate part or all of the screening process as the Mayor deems appropriate)
- The Mayor and Staff Shall Circulate to the Village Council the Proposed Nominees
- Council Members Shall Review the Proposed Nominees and Contact the Mayor or Village Manager with any Comments, Questions or Concerns.
- The Mayor Shall Submit Nominations to be Considered by the Village Council
- Appointments to be made in August
- The Policy is Non-binding
- Mayor Barnett's Process Includes the Creation of a "Short List" from which Council Members Assigned to Certain B&C's Propose Nominees



# Enhance Engagement of Boards and Commissions

## Current Engagement

### Removal Process

Village Code Authorizes the Removal of Board and Commission Members

#### [Sec 2.53.1 Removal Of Boards And Commissions Members](#)

*Members of any board or commission serve at the pleasure of the appointing authority and may be removed as provided in this section.*

*Unless otherwise specified, where removal from a board or commission is governed by statute, such statute shall control.*

*The Mayor shall have the authority to remove any member of a board or commission where such member is appointed by the Mayor, or appointed jointly by the Mayor and Village Manager.*

*The Village Council, by a vote of not less than four (4) members, shall have the authority to remove any member of a board or commission where such member is appointed by the Village Council; appointed by the Mayor with concurrence of the Village Council, or appointed by the Village Manager with the concurrence of the Village Council.*

*The Village Manager shall have the authority to remove any member of a board or commission where such member is appointed by the Village Manager.*



# Enhance Engagement of Boards and Commissions

## Actions for 2026 & Beyond



# Increase Use and Refer Additional Items

- TBD During Village Council Discussion at June 9 Council Meeting



# Formalize Participation in Long Range Plan

- TBD During Village Council Discussion at June 9 Council Meeting



# Expand Recruitment Efforts

- TBD During Village Council Discussion at June 9 Council Meeting



# Strengthen Relationship Between Council and Boards

- TBD During Village Council Discussion at June 9 Council Meeting

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