

Village of Downers Grove
Staff Report to the Human Service Ad Hoc Committee
January 29, 2019
Submitted by David Fieldman, Village Manager

Background

At their December 18, 2018 meeting, the Village Council created and appointed members to the Human Service Ad Hoc Committee (HSAHC). The Village Council has requested that the HSAHC make recommendations to the Village Council as to:

- What role an appointed Human Service Commission shall serve in the Village?
- What can and should an appointed standing Human Service Commission do to assist the Village Council in promoting the function and mission of the Village on an on-going basis?

The topics the HSAHC may consider include but are not limited matters of social concern within the Village including issues related to youth, senior citizens, families and other social groups.

The Human Service Commission was created in 1977 and met regularly until 2011. The Commission has been inactive for the past seven years. There are currently no members on the Commission.

The current roles and responsibilities of the Human Service Commission are detailed in Section 2 of the Village Code.

Section 2.62.1.DIV. Division 6. Human Service Commission Downers Grove Municipal Code

Created; composition; terms of office. A Human Service Commission is hereby created, which commission shall consist of seven members appointed for staggered terms of three years each, and an ex-officio member who shall be a representative of a Downers Grove unit of local government. Said ex-officio member shall be a non-voting member and shall serve a three year term. (Ord. No. 2058, § 3; Ord. No. 2641, § 5; Ord. No. 2688, § 1; Ord. No. 3266, § 34; Ord. No. 4896, 8/7/07)

Section 2.64. Powers and duties. The Human Service Commission shall have the following powers and duties:

- (a) To review and evaluate matters of social concern in the Village, including issues related to youth, senior citizens, families, minorities and other social groups.
- (b) To consider such matters of social concern as may be referred to them by the Village Council and to recommend the adoption of policies or ordinances or the taking of other actions in the best interest of the Village as a whole.

(c) To consider the benefits to individuals and the public of proposed policies and actions and to consider the public and private costs and sources of revenue to support such policies and actions.

(d) To hear and investigate any matter referred to it by a court pursuant to the procedures set forth in Section 13A-24 and 13A-25 of the Fair Housing Article, Chapter 13A. (Ord. No. 2058, § 3; Ord. No. 2641, § 5; Ord. No. 2688, § 1; Ord. No. 3266, § 34; Ord. No. 3495, 7/27/92)

The questions presented to the HSAHC reference the promotion of the Village's function and mission. The Village's Long Range Plan includes strategic goals which guide Village actions. Attached please find an excerpt from the 2017-2019 Long Range Plan summarizing the strategic goals.

Meeting Schedule and Deliverables

The Human Service Ad Hoc Committee meeting schedule and topics is as follows:

Tuesday, January 29 - Introduction and Orientation

Tuesday, February 26 - Discussion of Key Questions

Tuesday, March 26 - Discussion of Key Questions

Tuesday, April 23 - Discussion of Key Questions

Tuesday, May 28 - Review of Report to Village Council

The Committee will deliver a written report to the Village Council with recommendations concerning to the two key discussion questions presented by the Council. In addition, the Committee will produce a record of their discussions and deliberations in the form of meeting minutes.

Attachments

Excerpt from 2017-19 Long Range Plan

Excerpt from the [2017-19 Long Range Plan](#)

Strategic Goals

The Strategic Goals established by the Village Council during the previous Long-Range Plan will continue to guide Village actions into the future. The goals are:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- Continual Innovation

Following is a summary of each goal:

Steward of Financial, Environmental and Neighborhood Sustainability

The Village should act as a steward of public resources to achieve financial and environmental sustainability. Financial sustainability can be achieved by aligning expenses with revenues on a long term basis. The Village should control increases in expenses and implement revenue sources that withstand short-term uncertainty and provide long-term stability. Over the past few years the Village has used several strategies to achieve sustainability. The strategies include:

- Increase operating efficiencies
- Reduce personnel expenses
- Partner with other agencies and government entities
- Enhance the revenue base

Environmental Sustainability refers to the Village's responsibility to deliver its services in a way that protects or enhances natural resources. The Village seizes opportunities to 'green' its operations when possible, whether by seeking grants to introduce new environmentally friendly practices or by seeking the most environmentally friendly option for existing services.

Neighborhood Sustainability refers to the Village's role in crafting and applying policies and codes that help in maintaining or achieving the desired character of existing neighborhoods.

Exceptional Municipal Services

The services provided by the Village to residents, businesses and all stakeholders should be of the highest quality. The Village should provide unsurpassed service to residents and businesses in a manner intended to exceed expectations. Village services should be delivered at a value to the community and should reflect the needs and desires of the community as a whole. This is achieved through maximizing the value of public dollars by partnering with overlapping and adjacent government entities. The value of the Village's services should be regularly communicated to residents, government should be transparent and accessible, and residents should be engaged and able to interact with their local government. The Village achieves this by

producing timely communications in multiple media formats, publishing financial information in a way that is clear and understandable, and seeking and implementing new ways to gather input from residents and other stakeholders.

Top Quality Infrastructure

The Village owns and operates several infrastructure systems including the stormwater system, streets, and water supply and distribution. Specific performance and maintenance standards have been identified for each infrastructure system. The Village should continue to invest in all infrastructure systems so that each system meets or exceeds performance and maintenance standards.

Strong, Diverse Local Economy

The Village should continue to strengthen and diversify the local economy. This goal can best be achieved by working with the Downers Grove Economic Development Corporation (DGEDC) and implementing the recommendations of the Village's Comprehensive Plan. The DGEDC, a private not-for-profit agency, is committed to strengthening and diversifying the local economy by retaining existing businesses and attracting new businesses to the Village. They work in partnership with the Village to achieve the following:

- Strengthen the Sales Tax Base
- Strengthen the Commercial and Industrial Tax Base
- Increase Hotel Tax Revenue
- Increase the Employment Base

The Village's Comprehensive Plan was adopted in 2011 after nearly two years of public discussion and serves as a tool for improving the community in many areas, including economic development. An update to the Comprehensive Plan was adopted on June 13, 2017. Additionally, the Village continues to work with the DGEDC to implement the recommendations of their five-year Strategic Plan adopted in 2014.

Continual Innovation

Innovation refers to the discovery and implementation of leading ideas and practices. Continual innovation leads to increased value of each dollar of investment in Village operations. It is achieved by emphasizing a leadership philosophy that is issue-focused and builds on the skills and talents of all employees within the organization. Village staff carefully considers the benefits of innovative practices to ensure success and value to the organization.