

COUNCIL WORKSHOP ITEM

ITEM: An Ordinance Amending Certain Boards and Commissions
DATE: June 2, 2003
PREPARED BY: Enza Petrarca, Village Attorney
PURPOSE: To increase the size of most boards and commissions to at least seven members and amend the terms of each member to three years.

DISCUSSION:

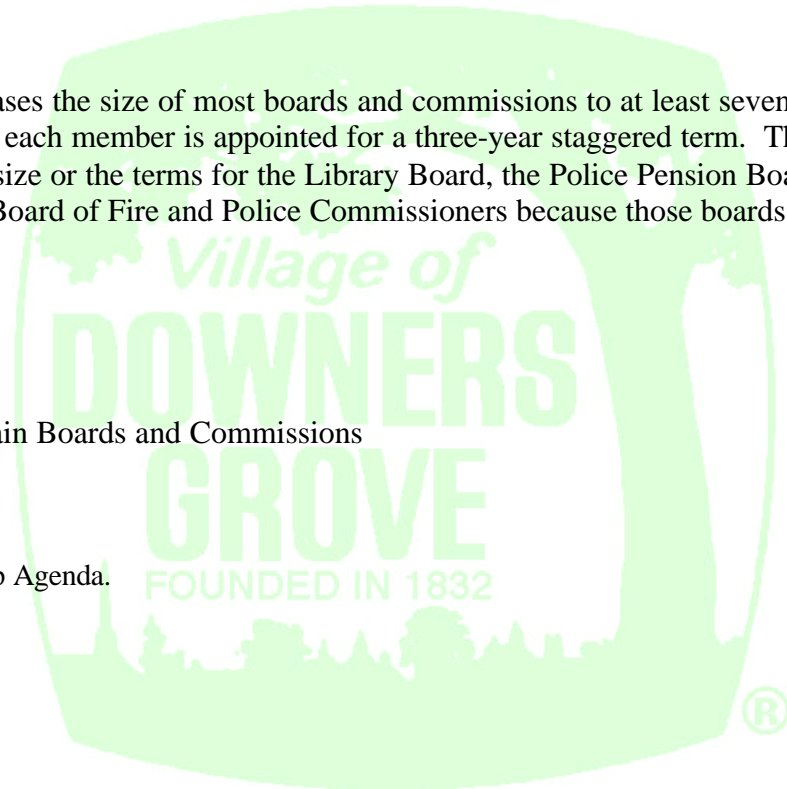
The following ordinance increases the size of most boards and commissions to at least seven members. It also provides that each member is appointed for a three-year staggered term. The ordinance does not amend the size or the terms for the Library Board, the Police Pension Board, the Fire Pension Board or the Board of Fire and Police Commissioners because those boards are set by State statute.

ATTACHMENT:

An Ordinance Amending Certain Boards and Commissions

RECOMMENDATION:

Place on June 10, 2003 Workshop Agenda.



AN ORDINANCE AMENDING CERTAIN BOARDS AND COMMISSIONS

BE IT ORDAINED by the Council of the Village of Downers Grove, in DuPage County, Illinois, as follows: (Additions are indicated by shading; deletions by ~~strikeout~~.)

SECTION 1. That the Downers Grove Municipal Code is hereby amended as follows:

2-67. Created; composition; terms of office.

A Community Maintenance Board is hereby created, which board shall consist of ~~five~~seven members appointed for staggered terms of three years each. (Ord. No. 1834, § 2; Ord. No. 2641, § 8; Ord. No. 3266, § 34.)

2-76. Created.

(a) The Downers Grove Tourism and Events Commission is created to set policy and make recommendations to the Village Council regarding the use of the hotel use tax and other funding sources to support events, hotel initiatives and additional programs that effect the hospitality community in Downers Grove, encourage overnight visitors and enhance the quality of life for Downers Grove residents.

(b) The Tourism and Events Commission shall consist of eleven members. The members, including designation of the chairperson, shall be appointed by the Mayor, subject to confirmation by the Village Council. Members shall be appointed for staggered terms of ~~two~~three years each, ending on August 31st of the each year. Each member shall either reside within the corporate limits of the Village; or be an employee, officer, manager or owner of a business which has one or more business locations within the corporate limits of the Village.

(c) The Mayor shall appoint members as follows:

1. Five members shall be engaged with a hotel or hospitality related business (restaurant, rental car company, travel industry) within the ~~v~~Village.
2. Five members shall be engaged in event planning activities or a resident of Downers Grove.
3. One at large member.

(d) The Tourism and Events Commission shall establish a schedule of regular meetings which shall occur not less than once a month. In addition, special meetings may be called by the chairperson and as otherwise provided by the rules of the Commission. Notice of all meetings shall be provided as mandated in the Illinois Open Meetings Act. A majority of the members appointed and serving shall constitute a quorum. (Ord. No. 2686, § 2; Ord. No. 2805, § 1; Ord. No. 3111, § 2; Ord. No. 3118, § 1; Ord. No. 3266, § 34.)

2-81.1SEC. Created.

(a) The Downers Grove Technology Commission is hereby created, which Commission shall consist of seven members appointed for staggered terms of ~~four~~three years each. The initial appointments shall be so staggered so that the terms of at least three members shall be expire every two years. The members, including the designation of chairperson, shall be appointed by the Mayor, subject to confirmation by the Village Council.

(b) The Technology Commission shall establish a schedule of regular meetings which shall occur not less than once a month. In addition, special meetings may be called by the chairperson and as otherwise

provided by the rules of the Commission. Notice of all meetings shall be provided as mandated in the Illinois Open Meetings Act. A majority of the total members appointed and serving shall constitute a quorum.

2-87. Created.

(a) The Downers Grove Community Grants Commission is hereby created, which Commission shall consist of ~~five~~**seven** members appointed for staggered terms of ~~four~~**three** years each. The initial appointments shall be so staggered so that the terms of at least three members shall be expire every two years. The members, including the designation of chairperson, shall be appointed by the Mayor, subject to confirmation by the Village Council.

(b) The Community Grants Commission shall establish a schedule of regular meetings which shall occur not less than once a month. In addition, special meetings may be called by the chairperson and as otherwise provided by the rules of the Commission. Notice of all meetings shall be provided as mandated in the Illinois Open Meetings Act. A majority of the total members appointed and serving shall constitute a quorum.

3-5. Local Liquor Commission.

(a) A local Liquor Commission is hereby created, which shall ~~be composed~~**consist** of ~~five~~**seven** members appointed by the local Liquor Commissioner for ~~the following terms: one member shall be appointed for a term ending April 30, 1984; one member shall be appointed for a term ending April 30, 1985; two members shall be appointed for a term ending April 30, 1986; one member shall be appointed for a term ending April 30, 1987.~~ All appointments subsequent to such initial appointments shall be for **staggered** terms of three years each. Members shall hold office for their designated terms and until their successors have been appointed.

(b) A chairman shall be designated by the local Liquor Commissioner for the purpose of presiding over meetings conducted at the direction of the Commissioner. The Village Manager shall appoint a member of the Village staff to advise the Commission and assist in the conduct of such meetings.

(c) The Commission shall have and exercise the following powers and duties:

(1) Upon referral of applications for liquor licenses by the local Liquor Commissioner, to review applications and the investigation of applicants for liquor licenses, and to submit findings and recommendations to the local Liquor Commissioner setting forth its conclusions respecting such applications.

(2) To conduct disciplinary hearings at the request of the local Liquor Commissioner and to submit findings and recommendations to the Commissioner setting forth its conclusions respecting the existence and nature of any violation of this ordinance and the appropriate disciplinary action to be taken, if any.

(3) To keep written records of its meetings and proceedings which shall be open for public inspection during regular business hours at Village offices provided that such public records shall not include matters concerning the applicants or licensees which would result in an invasion of privacy. (Ord. No. 2735, § 1; Ord. 2882, § 1; Ord. No. 3182, § 1.)

7-9. Same—Amendments.

The deletions from and modifications and amendments to the Building Officials and Code Administrators National Building Code as referred to in Section 7-7 are the following:

* * * * *

There is hereby established in the municipality a board to be called the Board of Appeals, consisting of ~~5~~**seven** members who are qualified by experience and training to pass upon matters pertaining to building construction and who shall be appointed by the Village Manager, subject to the approval of the Council. The Village Manager shall designate one of the members to serve as chairman.

121.2 Term of office.

The Village Manager shall appoint ~~one member of the Board of Appeals for a term of one year, one member for a term of 2 years, one member for a term of 3 years, one member for a term of 4 years, and one member for a term of 5 years.~~ Upon expiration of the term of office of a member of the board, his successor shall be appointed for a term of ~~5~~ **seven members for staggered terms of three** years. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Continued absence of any member from regular meetings of the board shall, at the discretion of the Village Manager, render any such member liable to immediate removal from office by the Village Manager.

121.3 Quorum.

~~Three~~ **Four** members of the board shall constitute a quorum. In varying the application of any provision of this Code or in modifying an order of the building official, affirmative votes of ~~3~~ **four** members shall be required. No member of the board shall pass upon any question in which he, or any corporation in which he is a shareholder, is interested.

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7-41. Design ~~r~~Review ~~e~~Committee; created; composition.

A ~~d~~Design ~~r~~Review ~~e~~Committee is hereby created, which committee shall consist of ~~five~~ **seven** members, appointed by the Village Manager, for staggered terms of three years each. (Ord. No. 3310, § 1.)

10-47. Electrical ~~e~~Commission established.

There is hereby established an ~~e~~Electrical ~~e~~Commission for the Village of Downers Grove which shall consist of ~~six~~ **seven** members as follows: the chief electrical inspector of the municipality shall be a member and ex officio chairman of the commission; of the other five members, one shall be a registered professional engineer, one an electrical contractor, ~~one~~ **at two** journeyman electricians, the chief of the fire department or such person as the chief may designate from the members of the fire department, and one representative of an electricity supply company. If there is no person residing in the municipality who is qualified under any one of these descriptions, the Mayor may appoint some other person to fill that position. All members of the ~~e~~Electrical ~~e~~Commission shall be appointed by the Mayor with the advice and consent of the Council **and shall be appointed for staggered terms of three years each.** (Ord. No. 2033, § 1; Ord. No. 2876, § 5; Ord. No. 3284, § 1.)

26-30. Stormwater and Flood Plain Oversight Committee.

There is established the Stormwater and Flood Plain Oversight Committee, which shall consist of ~~five~~ **seven** members appointed by the ~~m~~Mayor, subject to confirmation by the Village Council. ~~The term of the office of each such member shall be four years or until the successor of such member shall be appointed and shall qualify. Provided, the terms of the first appointed members shall be as follows: one member for a term of one year, one member for a term of two years, one member for a term of three years and two members for a term of four years.~~ **Members shall be appointed for staggered terms of three years each.** The Mayor shall appoint a chairman of the Oversight Committee from among its members, who shall serve as chairman for the duration of this term. ~~Any member or the chairman of the Oversight Committee may be reappointed.~~ The Oversight Committee may designate from among its members a secretary and such other officers as it may deem advisable.

26-32. Meetings, Procedures and Rules.

Meetings and proceedings of the Oversight Committee shall be subject to the following provisions:

a. The Oversight Committee shall have regular meetings at such times and places as the Oversight Committee may designate by appropriate rule or resolution and may have special meetings called in such a manner as the Oversight Committee may designate by appropriate rule or resolution. Notice of such regular or special meetings shall be given in accordance with applicable law. All meetings of the Oversight Committee shall be public and the Oversight Committee shall cause minutes thereof to be kept. Which minutes shall be available to the Village Council on request.

b. Meeting rooms of the Village shall be made available to the Oversight Committee for its meetings, subject to the general direction of the Village Manager.

c. ~~Three~~Four members of the Oversight Committee shall constitute a quorum.

d. Subject to the provisions of this Chapter, the Oversight Committee may adopt such rules of order and procedures for the conduct of its business as it deems necessary or appropriate.

SECTION 2. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

Passed:

Published:

Attest: _____
Village Clerk

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