



VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees - Committee of the Whole

December 11, 2023

6:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

Public participation is invited on each agenda item prior to the Board's deliberation. **When called upon, please approach the microphone. Kindly limit your remarks to three (3) minutes.**

1. Call to Order - Roll Call

2. Pledge of Allegiance

3. Discussion

a. Commissions

Staff seeks direction from the Board on how to proceed with communicating and effectuating any recommended changes in the direction and support given to the various Commissions. Staff may wish to seek further input from the Commissions on how they would like to update or further define their mission or direction.

4. Public Comments

5. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.



MEMORANDUM

TO: Village Board of Trustees - Committee of the Whole
FROM: Matthew Harline, Village Manager
DATE: December 11, 2023
SUBJECT: Commissions

RECOMMENDED ACTION:

Staff seeks direction from the Board on how to proceed with communicating and effectuating any recommended changes in the direction and support given to the various Commissions. Staff may wish to seek further input from the Commissions on how they would like to update or further define their mission or direction.

BACKGROUND:

The Board held a Committee of the Whole discussion on Commissions in January of this year. Since we discussed Boards and Commissions in January, staff is now assigned to assist every Board or Commission. The minutes and or reports from each Commission are included in the Board agenda. We are now recording all the meetings of the Village Commissions either by audio only or video with sound. Zoning and Planning, Traffic and Safety, and the Parks and Recreation Advisory Commissions are being video recorded. All of these recordings are available from the Village website.

DISCUSSION: The Village Board of Trustees appoints Commission members to 16 different active commissions. These commissions provide valuable advice and recommendations to the board of trustees. In addition, several have additional responsibilities that are prescribed in the Village Code (e.g. Fire and Police Commission hiring, promoting, and firing paramedic/firefighters and police officers).

Board members have asked for additional discussion on further improvements in the communication and support of our Commissions. Among the suggestions have been:

- Increased advertising and solicitation of applications to fill open positions
- An annual reception to thank Commissioners (budgeted in 2023 and proposed for 2024)
- Public campaign to educate citizens on the mission of the Commissions
- Review and define the purpose of each Commission further
- Develop a general handbook or guide for Commissioners on their responsibilities.

Summary Chart of Villa Park Advisory Boards and Commissions

Name of Commission	Established	No. of Members	Staff Liaison	No. of Vacancies	2023 Budget	Authorization in Village Code	Purpose
Parks and Recreation Advisory	2008	7 (2-yr terms)	Greg Gola	0	\$1,000	2-1301 : 1308	advise...[on] administration, operation and conditions of recreation programs; and to advise the board of trustees on matters relating to facilities...assist the director...on developing and maintaining comprehensive recreation programs and opportunities for the village residents
Zoning & Planning	1970	9	Marc McLaughlin	0	\$10,000	2-1601 : 1611 referenced in Appendices B & C; ILCS	The zoning and planning commission hereby created shall have the powers and duties designated by 65 ILCS 5/11-12-4 et seq. and 5/11-13-1 et seq., and as specified by ordinance in section 2-1605, as to planning, and in section 2-1607 as to zoning.
Fire & Police (Board)	1981	3	Patty Ruiz (FD) Village also provides atty.	0	\$40,000	2-1801 : 1810; also 65 ILCS 5/10-2.1-6, 5/10-2.1-14.	The board of fire and police commissioners shall appoint all officers and members of the fire and police departments, except the chief of police, the deputy chief(s) of police, and the chief of the fire department, which appointments shall be made as provided by law and in the number of officers and in the rank thereof as may be provided from time to time by the village.
Traffic & Safety	1964	9	Kevin Mantels (PW)	2	\$2,200	2-2201 : 2208	The commission created herein shall act in an advisory capacity to the corporate authorities in all matters of traffic and safety which are referred to the commission or which are initiated or investigated by the commission on its own motion. Sec. 2298 states, "The village manager, the village attorney, the police chief and the fire chief shall serve the commission created herein in an advisory capacity when requested to do so by the commission's chairperson."
Police Pension Board	2012?	5*	Police appointed member	0	\$0	2-2301 : 2305	There is hereby created a board, composed of five (5) members who shall constitute a board of trustees to administer the pension fund and to designate the beneficiaries thereof. The board shall be known as the "Board of Trustees of the Police Pension Fund of the Village of Villa Park (2-2301 a.) and 2-2304.

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Fire Pension Board	1972	5*	None officially (Finance Director appointed)	1	\$0	2-2401 : 2404	There is hereby created a board of trustees to be known as the "board of trustees of the firemen's pension fund", consisting of two (2) members appointed by the village president, two (2) members chosen from the active firemen and one (1) other member who shall be chosen from the firemen thereof who have been retired under the "Firemen's Pension Fund Act of 1919" or this article. and 2-2402
Environmental Concerns	1991	7	PW Staff (varies)	0	\$2,000	2-2501 : 2508	2-2502: It shall be the intent and purpose of the environmental concerns commission to advise the president and board of trustees on matters relating to the preservation, protection and improvement of the environment, including the quality of land, air and water affecting the village and its residents, and thereby provide information that will assist the president and board of trustees in addressing environmental issues. 2-2508/Ord.2483 adds 11 tasks. Also, "If in the exercise of these powers and the discharge of these duties it becomes necessary for the commission or its members to interact with employees of the village, such shall be coordinated through the village manager's office and in accordance with the directions of the village manager."
- Bike, Pedestrian & Transit subc	2019	3	same as ECC	0	\$0	2-2508 §8	Created in part to satisfy requirements for Bike-Friendly and Walk-Friendly status.
Senior Concerns	1975	5	Clerk Korynecky	0	\$1,500	2-2601 : 2608	It shall be the intent of this commission to make recommendations to the village board to insure and promote the well-being of the senior population of Villa Park. And 2-2608.
Historical Preservation	1991	5	Stephanie Barajas	1	\$3,250	2-2701 :2709	It shall be the intent and purpose of the historical preservation commission to advise the president and board of trustees on matters relating to the preservation of areas, places, sites, buildings, structures, monuments, items, memorabilia, works of art and other objects having a special historical, community, or aesthetic interest, value, or significance to the village, including but not limited to, the former Chicago, Aurora and Elgin train stations located at 220 South Villa Avenue (the Villa Avenue Train Station) and 10 West Park Boulevard (the Ardmore Avenue Train Station).

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Economic Development	1985	7	Pat Boksha	1	\$2,500	2-2801 :2808	It shall be the intent and purpose of the village economic development commission to prepare and recommend to the village board procedures for the planning, execution and implementation of business district plans, including plans for development of adjacent areas to provide for the housing, social and recreational needs of the business district.
Community F. U. N. (Focus on Unifying Neighbors) (f.k.a. Community Pride)	2021 (1989 originally)	7 (+ 2 Jr.)	Gina Racanelli	1 (+ 1)	\$6,525	2-2901 : 2908	It shall be the intent and purpose of the village F.U.N. commission to advise the president and board of trustees on matters relating to the overall image of the village including physical beautification, public relations, and coordination and promotion of volunteers and volunteerism within the village.
Video Production (f.k.a. Cable TV)	2023 (1989 orginally)	7*	Donny Pisano (VMO)	3	\$2,500	2-3001 : 3008	It shall be the intent and purpose of the Video Production Commission to oversee production, delivery, and scheduling of local public, educational and government programming to cable telveision... also oversee the production and delivery of programming to streaming video services on the Internet including a dedicated streaming channel ... coordinate with third party production services contracted by the Village, and Village staff for live broadcast of government programming. And see 2-3008
Foreign Fire Insurance Board	2010	6*	Fire Chief	0	\$0	9-501 : 509	There is hereby established a board to be known and designated as the foreign fire insurance board (the "fire board") for the village fire department. The purpose of the board is to receive and account for revenues received from the tax on fire insurance policies sold by foreign (out of state) insurance companies, and to use such funds for the maintenance, use, and benefit of the department, as set forth in 65 ILCS 5/11-10-1.
Sugar Creek Golf Course Administrative Board	1975	3*	P&R Dir	0	\$0	2-2101 : 2103	This Board is appointed by the Village and our partner the Elmhurst Park District.
DuPage Water	1981	13*	President Nick Cuzzone is on the Board.	n/a	\$0	2-1901, also Ill. Rev. Stat. Ch. 24, § 11-135-1 et seq	This is a regional board appointed by members with a Chair and two members for each County District. We currently have a direct representative.
* Indicates members are not all chosen by the Village President.							