



DUPAGE
COUNTY

DEBORAH A. CONROY
County Board Chair

630-407-6060
chair@dupageco.org

March 16, 2023

RE: Decennial Committees on Local Government Efficiency Act, 50 ILCS 70/1 *et seq.*

Dear Elected Official,

On June 10, 2022, Governor Pritzker signed the Decennial Committee on Local Government Efficiency Act, Public Act 102-1088, into law. On February 10, 2023, Public Act 102-1136 amended the original legislation to further define the requirements of this act. These new acts require all Illinois Local Governmental units that levy a tax (outside of municipalities and counties) to constitute a committee to study and report on local government efficiency. This letter is to assist you and your governmental unit in completing the requirements outlined in these new Public Acts. Additionally, I have enclosed a copy of the new state statute for your convenience.

The Act requires Governmental Units to complete the four following tasks:

1. Constitute a committee to review local efficiencies (ie. ordinances, procurement methods, operations, etc.) and hold their first community meeting by June 10, 2023.
 - a. The committee is composed of the president or chief elected (or appointed) official, all elected/appointed members of the governing board, at least two residents, and all other officers of the governmental unit. Additional members can be appointed if desired.
2. The committee must meet at least three times.
 - a. After each meeting, the committee must conduct a survey of residents who attended asking for input on the matters discussed at the meeting. This can be completed by sending out an e-mail survey to those in attendance who provided an e-mail address.
 - b. Note that the act requires a minimum of three meetings, committees can meet as many times as they want. Meetings must also be open to the public and abide by the Open Meetings Act.
3. Write a report with recommendations (if any) on efficiencies and increased accountability.
 - a. This report must summarize its work and findings which should include recommendations for increased accountability and efficiency. This includes, but is not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State, data collection, and analysis as necessary to prepare a report that has recommendations regarding efficiencies. The report must be finalized and submitted within 18 months of the creation of this committee.

Deborah A. Conroy
Chair

District 1

Cindy Cronin Capal
Margaret Childress
Sara Tomatore

District 2

Elizabeth Chaplin
Paula Beaumont Garcia
Yeena Yoo

District 3

Lyvy Chang Evans
Karl Gales
Brian Kulewski

District 4

Grant Berkoff
Lynn LaPlante
Mary Fitzgerald Drog

District 5

Sarah Coyart
Dawn DeSair
Patty Gustin

District 6

Sheila Rutledge
Greg Schwarze
James Zay



DUPAGE COUNTY

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4. Submit the written report to the County in which the governmental unit is located.
 - a. Please submit this report to the County via the *Local Government Efficiency Act Report Submission Portal*. This portal can be accessed by visiting https://dupagecounty-ktgfp.formstack.com/forms/efficiency_act_report. The County will maintain a page on the website where all reports can be viewed by the residents of the county.

If you or your agency have any questions about submitting your committee's report, please contact Jason Blumenthal, Policy and Program Manager, at 630-407-6123 or Jason.Blumenthal@dupageco.org.

Sincerely,

Deborah A. Conroy
Chair
DuPage County Board

Enclosed: Decennial Committees on Local Government Efficiency Act, 50 ILCS 70/1 *et seq.*

Deborah A. Conroy
Chair

District 1

Gina Grabin-Carril
Michael Childress
Sam Tomatore

District 2

Elizabeth Oram
Paula Deacon Garcia
Yvona Joe

District 3

Lucy Chang Evans
Kari Galassi
Brian Krajewski

District 4

Grant Eckhoff
Lynn LaPlante
Mary Fitzgerald-Ozog

District 5

Sadia Devall
Dawn DeBart
Patty Gustin

District 6

Sheila Rutledge
Greg Schwarze
James Zay

Information maintained by the Legislative Reference Bureau

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as [Public Acts](#) soon after they become law. For information concerning the relationship between statutes and Public Acts, refer to the [Guide](#).

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

LOCAL GOVERNMENT

(50 ILCS 70/) Decennial Committees on Local Government Efficiency Act.

(50 ILCS 70/1)

Sec. 1. Short title. This Act may be cited as the Decennial Committees on Local Government Efficiency Act.

(Source: P.A. 102-1088, eff. 6-10-22.)

(50 ILCS 70/5)

Sec. 5. Definitions. As used in this Act:

"Governing board" means the governing body of a governmental unit. If the governmental unit is a road district, then "governing board" means the governing body of the road district, as provided in Division 1 of Article 6 of the Illinois Highway Code, including, but not limited to, the highway board of auditors, the highway commissioner of a township road district, the township board of trustees, the city council, the municipal president and board of trustees, or the county board, as applicable.

"Governmental unit" means all entities that levy taxes and are also units of local government, as defined in Section 1 of Article VII of the Illinois Constitution, except municipalities and counties.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/10)

Sec. 10. Formation of committee; members; vacancy; administrative support.

(a) By June 10, 2023 (one year after the effective date of this Act) and at least once every 10 years after June 10, 2023, each governmental unit must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located.

(b) Each committee's membership shall include the elected or appointed members of the governing board of the governmental unit; at least 2 residents within the territory served by the governmental unit, who are appointed by the chair of the governing board, with the advice and consent of the governing board; and any chief executive officer or other officer of the governmental unit. The committee shall be chaired by the president or chief elected or appointed official of the governing board or his or her designee. The chairperson may appoint additional members to the committee as the chairperson deems appropriate.

Committee members shall serve without compensation but may be reimbursed by the governmental unit for their expenses incurred in performing their duties.

(b-5) In lieu of the committee described in subsection (a), a highway commissioner of a township road district in a county with a population under 400,000 and the township board of the same township may form a joint committee for the purposes described in subsection (a). That joint committee shall include:

the township trustees; the highway commissioner; at least 2 residents of the territory served by the governmental unit appointed by the township supervisor with the advice and consent of the township board; at least one resident of the governmental unit appointed by the highway commissioner; and the township supervisor. The joint committee shall be chaired by the township supervisor and shall issue a joint report with 2 sections, one section for the township and one section for the road district. Except with respect to its composition and report, the joint committee shall otherwise comply with subsection (b). References in this Act to a "committee" shall also include a joint committee formed under this subsection.

(c) A committee may employ or use the services of specialists in public administration and governmental management and any other trained consultants, analysts, investigators, and assistants it considers appropriate, and it may seek assistance from community colleges and universities as necessary to prepare the report required under Section 25.

(d) If a vacancy occurs in the committee membership, the vacancy shall be filled in the same manner as the appointments under subsection (b).

(e) Each governmental unit shall provide administrative and other support to its committee.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/15)

Sec. 15. Duties of a committee. The duties of a committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. The committee shall also collect data, research, and analysis as necessary to prepare the report described in Section 25.

(Source: P.A. 102-1088, eff. 6-10-22.)

(50 ILCS 70/20)

Sec. 20. Meetings. Each committee shall meet at least 3 times. The committee may meet during a regularly scheduled meeting of the governmental unit as long as: (1) separate notice is given in conformance with the Open Meetings Act; (2) the committee meeting is listed as part of the governing board's agenda; and (3) at least a majority of the members of the committee are present at the committee's meeting. Each meeting of the committee shall be public, and the committee shall provide an opportunity for any person to be heard at the public hearings for at least 3 minutes. The committee may require speakers to register. The committee shall meet in accordance with the Open Meetings Act, and the committee shall be a public body to which the Freedom of Information Act applies.

At the conclusion of each meeting, the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting. A survey conducted via email to all residents who attended the meeting and provided a valid email address will be sufficient to satisfy the requirements of this paragraph.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/25)

Sec. 25. Report. Each committee shall summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency, and shall provide the report to the administrative office of each county board in which the governmental unit is

located no later than 18 months after the formation of the committee. The report shall be made available to the public.

For purposes of this Section, if a governmental unit is located in multiple counties, the committee may, if required, provide the same report to the county board of each of those counties.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/30)

Sec. 30. Dissolution of the committee. After a committee has made the report required under Section 25 available to the public, the committee is dissolved until it is reestablished with newly appointed members under Section 10.

(Source: P.A. 102-1088, eff. 6-10-22.)

(50 ILCS 70/85)

Sec. 85. (Amendatory provisions; text omitted).

(Source: P.A. 102-1088, eff. 6-10-22; text omitted.)

(50 ILCS 70/90)

Sec. 90. (Amendatory provisions; text omitted).

(Source: P.A. 102-1088, eff. 6-10-22; text omitted.)

(50 ILCS 70/99)

Sec. 99. Effective date. This Act takes effect upon becoming law.

(Source: P.A. 102-1088, eff. 6-10-22.)

**SAMPLE TOWNSHIP REPORT FOR COMPLIANCE WITH DECENNIAL
COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT
(For Townships Only)**

I. Unit of government submitting this report:

NAME OF TOWNSHIP: _____

Note: Any local government that levies a tax, other than a municipality or county must file this report. For Road Districts in counties with populations of less than 400,000 the highway commissioner may form a joint committee to prepare one combined report. See 50 ILCS 70/10(b-5).

TOI has a separate recommended report form for a consolidated report, so do not use this form for a combined report of a township and road district. TOI also has a separate recommended report form for road districts and multi-township assessment districts.

II. Information about our Township

- A. We are located in _____ County. There are _____ townships in our county.
- B. The population of our Township is _____, as of the 2020 census.
- C. We have _____ employees of the Township (not including elected officials).
- D. We have _____ employees in our Road District (not including elected officials).
- E. Our annual budget for 2023 is: \$_____.
- F. Our Township's equalized assessed valuation for 2023 is \$_____.

III. Information about Our Committee

A. Committee Members:

- Township Supervisor _____
- Township Trustee _____
- Township Trustee _____
- Township Trustee _____
- Township Trustee _____
- Township Resident _____

Township Resident _____

Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the township board (Supervisor and Trustees) and two residents appointed by the Supervisor. The residents can be the Assessor, Highway Commissioner, Clerk or Collector, if you have one, or other residents of the Township, but these officials are not required to be on this Committee. The Supervisor may appoint more than two residents if deemed appropriate.

B. Dates that our Committee Met (50 ILCS 70/20)

First (Organizational) Meeting
(must occur prior to June 10, 2023): _____, 2023

Second Meeting: _____, 2023

Third Meeting: _____, 2023

Additional Meetings (List All): _____, 2023

IV. Programs Offered by our Township.

A. Our Township offers the following services and programs: (List programs like general assistance, youth programs, senior programs, community programs, LIHEAP, etc.) (If not applicable, remove this).

B. Other services/programs we could possibly provide:

V. Social Service Agreements

A. We partner with the following not for profits to offer social services (list all):

Entity:

Services Provided:

- 1.
- 2.
- 3.
- 4.
- 5.

B. Our residents have benefitted from these agreements in the following ways:

C. We have considered possibly offering the following social services or the following additional potential partnerships:

VI. Awards and Recognitions

Our Township has received the following awards, distinctions, and recognitions: (List all).

VII. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

Entity:	Services Offered:
1.	
2.	
3.	
4.	
5.	

B. Our Township's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

VIII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

_____ State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)

_____ Illinois Open Meetings Act (5 ILCS 120)

_____ Policy on public comment

_____ Designation of OMA officer (5 ILCS 120/1.05(a))

_____ All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))

_____ Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03)

_____ Illinois Freedom of Information Act (5 ILCS 140)

- _____ Designation of FOIA officer (5 ILCS 140/3.5(a))
- _____ FOIA Officer Training (5 ILCS 140/3.5(b))
- _____ Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- _____ Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- _____ List of Types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)
- _____ Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- _____ IMRF Total Compensation Postings (5 ILCS 120/7.3)
- _____ Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- _____ All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)
- _____ Sexual harassment prevention training (775 ILCS 5/2-109(c))
- _____ Our Intergovernmental Agreements
- _____ Our Social Service Agreements or Contracts
- _____ Our budget and financial documents
- _____ State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)
- _____ Our budget and financial documents
- _____ Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016); "Local Democracy and Townships in the Chicagoland Area," by Wendell Cox, (January 2012).
- _____ Others (List Below or Attach):

IX. What Have We Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered to residents over the past decade; list any ethics ordinances adopted; timely FOIA compliance; responsiveness to public; list any new intergovernmental agreements or social services offered; list any increase in number of township residents served, etc.)

X. What Inefficiencies Did We Identify/What Are our Next Steps?

XI. What Can We Do Better or More Efficiently?

XII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:

- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals
- Most townships in Illinois have no bonded indebtedness. Together with road districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.
- Townships have lower labor costs and employ mostly part time employees.

XIII. Our committee's recommendations regarding Increased Accountability and Efficiency:

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by: _____
Chairman, Decennial Efficiency Committee of _____ Township

Date:

**THE TOWNSHIP OFFICIALS OF ILLINOIS RECOMMENDED PROCEDURES FOR
COMPLIANCE WITH THE DECENNIAL COMMITTEES ON LOCAL
GOVERNMENT EFFICIENCY ACT**

By Jerry Crabtree, Executive Director of TOI
and Keri-Lyn J. Krafthefer, Ancel Glink, P.C.

On June 10, 2022, Governor Pritzker signed the Decennial Committee on Local Government Efficiency Act, 50 ILCS 70/1 *et seq.*, into law. This law requires Illinois townships, road districts and township multi-assessment districts to convene a committee to study and report on local government efficiency. There are certain actions your entity must take to begin compliance with this law by no later than June 10, 2023.

WHO DOES THIS APPLY TO? This new law applies to all township-related governing bodies (Townships, Road Districts, and Multi Township Assessment Districts). It also applies to all other units of local government that levy taxes but excludes municipalities and counties.

WHAT DO WE HAVE TO DO? Under this law, you must:

1. Form a committee to study local efficiencies and meet for the first time no later than June 10, 2023;
2. Have the committee meet at least three times;
3. Prepare a written report with recommendations (if any) on
 - a. Efficiencies.
 - b. Increased accountability; and
4. File the report with the county board.

WHO HAS TO BE ON THE COMMITTEE? Section 10(b) of the Act specifies that the committee's membership shall include the elected or appointed members of the governing board (for townships, that means the Supervisor and Trustees). In addition, it must include any chief executive officer of the Township (such as a Township administrator or manager), or "other township officers." The committee includes at least two township residents appointed by the Supervisor. The supervisor may also appoint others to serve on the committee if desired. Meetings are to be chaired by the Township Supervisor or his/her designee. Committee members are not compensated but can be reimbursed for any committee-related expenses.

WHAT DOES THE COMMITTEE HAVE TO DO? The Committee is required to meet at least three (3) times, with the first meeting occurring no later than June 10, 2023. The Committee meeting can be the same day as your township board meeting. It can even be a part of your regular township board meeting, provided you list the committee meeting as a part of your agenda and have a majority of the committee members present. All other requirements of the Open Meetings Act (notice, minutes, etc.) also apply to these committee meetings.

WHAT NEEDS TO HAPPEN AT THESE COMMITTEE MEETINGS?

The committee must “summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency and shall provide the report to the county board in which the governmental unit is located no later than 18 months after the formation of the committee.” 50 ILCS 70/25. The goal is for the Committee to study and report on local government efficiencies. Ultimately, this can be as simple or complex as you make it. We recommend the following:

First meeting: This meeting would essentially be an “organizational” meeting. Identify committee members, set deadlines for next steps, designate different committee members to compile information and identify efficiencies your government currently has in place, and whether there are increased opportunities for efficiency and whether there are additional opportunities for accountability. This would include identifying any intergovernmental agreements you currently have in place, or whether there are additional opportunities for intergovernmental cooperation (sharing equipment, personnel, resources, etc.) Your committee can also discuss at this meeting whether the committee members want to gather and analyze information, or whether you want to employ specialists in public administration and governmental management or other consultants. Keep in mind, however, that this law is an unfunded mandate, so payment for anyone you hire will have to come from your existing funds. See the sample form report we have included so you can get a sense of the information you should be gathering.

Second meeting: We recommend that you use this meeting to take the information you have gathered and compile it into the report. You can identify any additional information you may need to prepare a final report.

Third meeting: We recommend that you finalize and approve the report at your third meeting.

Remember, there is a minimum of three meetings required. You can have as many meetings as you need or want, provided you have at least three. You can have these meetings throughout the year leading up to the report deadline, which is 18 months after your original committee meeting.

Additional Requirements: At the end of each meeting, the committee must “conduct a survey of residents who attended asking for input on the matters discussed at the meeting.” The easiest way to comply with this would be to simply poll the people present at the meeting while at the meeting, but the law also provides that the Committee can survey people by emailing them. (House Bill 4228 – modifying 50 ILCS 70/20).

WHAT DO WE DO WITH THE REPORT ONCE WE HAVE PREPARED IT?

Section 25 of the Act requires the Committee to provide its report to the county board.

ROAD DISTRICTS

House Bill 4228, which was passed by the Illinois General Assembly on January 5, 2023 became Public Act 102-1136 on February 10, 2023. The new law provides that a highway commissioner of a township road district within a county with a population under 400,000 may form a joint committee with the Township for purposes of the Act, instead of convening separate committee meetings and preparing a separate report.

Joint Committee shall include:

The Township Trustees

The Highway Commissioner

Two (2) residents served by the township /road district appointed by the township supervisor with the consent of the board.

One (1) resident appointed by the highway commissioner.

Township Supervisor who serves as chair of the committee

The joint report consists of two(2) sections

- A. Township Report
- B. Road District Report

SAMPLE REPORT for a Single Township

We have created a sample report that you may use as a guide or the form itself. Your township is not required to use this form. Our hope is not that all townships have a “cookie cutter report,” but that you seriously consider each of the topics specified. We have also included a checklist of policies that townships are required to have, just to flag them for you in case you do not have them. In order to make sure that you properly comply with your government’s obligations under this new law, we suggest that you have your legal counsel review this form to determine whether it is suitable for your township committee’s purposes. TOI will make this form available on its website in a modifiable version.