

Ordinance No. 16-20

AN ORDINANCE OF THE VILLAGE OF EAST DUNDEE, ILLINOIS, COOK AND KANE COUNTIES, ILLINOIS, CREATING A DEPUTY VILLAGE ADMINISTRATOR POSITION WITHIN THE VILLAGE AND AMENDING CHAPTER 31 OF THE VILLAGE CODE

WHEREAS, the Village of East Dundee (the “*Village*”) is a duly organized and validly existing home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village pursuant to its home rule powers has the authority to exercise any power and perform any function pertaining to its government and affairs and may amend the text of the Village code from time to time to meet the changing needs of the Village; and,

WHEREAS, the Village President and Board of Trustees of the Village (the “*Corporate Authorities*”) have found and determined that in order to enhance efficiency within the Village, it is in the best interest of the Village to establish a Deputy Village Administrator position for the Village; and,

WHEREAS, pursuant to its home rule authority, the Village therefore desires to amend Chapters 31 of the Code of the Village of East Dundee in order to establish the Deputy Village Administrator position and clarify the scope of the position.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of East Dundee, Cook and Kane County, Illinois, as follows:

Section 1. That the preambles of this Ordinance are hereby incorporated into this Section as if set out herein in full.

Section 2: That Chapter 31 of the Code of Ordinances of the Village of East Dundee is hereby amended by adding the following section:

“§ 31.21 DEPUTY VILLAGE ADMINISTRATOR.

(A) *Appointment; term of office.*

(1) The Deputy Village Administrator, hereinafter referred to as Deputy Village Administrator, shall be appointed by the Village Administrator of the village with the advice and consent of the Village President.

(2) No elected official of the village shall receive appointment while he or she is serving as an elected official.

(B) *Exclusive employment.*

(1) The Deputy Village Administrator shall remain in the exclusive employ of the village and shall neither accept other employment nor become employed by any other village or other employer until his or her termination date without the express consent of the Board of Trustees.

(2) The Deputy Village Administrator may, however, teach outside the customary business hours of the village.

(C) *Duties.*

(1) The Deputy Village Administrator shall assist the Village Administrator in his or her duties of acting as the Chief Administrative Officer for the village and having control over day-to-day operations.

(2) Nothing in this section shall give to the Deputy Village Administrator any power not permitted by professional ethics, professional standards, statutes of the state or this code of ordinances.

(3) The Deputy Village Administrator shall report to the Village Administrator. In the absence of the Village Administrator, the Deputy Village Administrator shall act in his or her stead and shall be responsible to the Board of Trustees for the proper administration of the affairs of the Village with such authority as required to accomplish the duties as may be assigned by the President or the Board of Trustees.

(D) *Compensation.* The Deputy Village Administrator shall receive such compensation as the corporate authorities shall fix from time to time by resolution or ordinance.

(E) *Other terms and conditions of employment.*

(1) The Village Administrator, in consultation with the Village President, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Deputy Village Administrator, provided the terms and conditions are not inconsistent with or in conflict with the provisions of this section and all other ordinances of the village or state laws.

(2) All general provisions of the municipal code and regulations and rules of the village relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also, apply to the Deputy Village Administrator they would to other employees of the village, in addition to the benefits enumerated specifically for the benefit of the Deputy Village Administrator, except as herein provided.”

Section 3: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

ADOPTED this 20th day of June, 2016 pursuant to a roll call vote as follows:

AYES: Trustees Gorman, Lynam, Skillicorn, Selep, Wood and Hall

NAYS: Ø

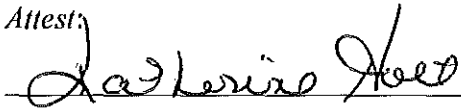
ABSENT: Ø

APPROVED by me this 20th day of June, 2016.



Village President

Attest:



Village Clerk

Published in pamphlet form:

June 21, 2016