

VILLAGE OF LONG GROVE
ORDINANCE NO. 2024-O-
AN ORDINANCE AMENDING THE VILLAGE CODE REGARDING
VILLAGE MANAGER RESPONSIBILITIES

Adopted by the President and Board of
Trustees of the Village of Long Grove on
this ___th day of May, 2024

Published in pamphlet form by direction and
authority of the Village of Long Grove,
County of Lake, State of Illinois, on this
___th day of May, 2024

VILLAGE OF LONG GROVE

ORDINANCE NO. 2024-O-___

**AN ORDINANCE AMENDING THE VILLAGE CODE REGARDING
VILLAGE MANAGER RESPONSIBILITIES**

WHEREAS, the Village Code of the Village of Long Grove (the “*Village*”) identifies various administrative positions of the Village for purposes of implementing various sections of the Village Code; and

WHEREAS, over the course of time, staffing changes within the Village have left certain of those administrative positions unfilled, and the daily responsibilities of other positions have been contracted for through third-party service providers; and

WHEREAS, as a result of these staffing changes, certain positions identified in the Village Code do not have persons specifically assigned to fulfill them; and

WHEREAS, to avoid potential complications because of these staffing changes, the President and Board of Trustees of the Village (the “*Village Board*”) desire to amend Section 1-6-4 of the Village Code to designate the Village Manager as the responsible person for each such position for which a specific person has not otherwise been appointed; and

WHEREAS, the Village Board hereby finds and determines that such amendment is in the best interests of the Village and its residents;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LONG GROVE, COUNTY OF LAKE, STATE OF ILLINOIS,
as follows:

SECTION ONE: Recitals. The foregoing recitals are by this reference incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Amendment of Subsection 1-6-4 of the Village Code. Section 4, entitled “Duties,” of Chapter 6, entitled “Village Manager,” of Title 1, entitled “Administrative,” of

the Long Grove Village Code is hereby amended by adding a new Subsection (N), which new Subsection 1-6-4(N) shall hereafter be and read as follows:

1-6-4 Duties

The village manager shall supervise and coordinate the work of all departments of the village that have been heretofore created by the president and the board of trustees and are in effect on the effective date hereof, or that may hereafter be created by the president and the board of trustees. The village manager shall be the chief administrative officer of the village and to that end shall have the power and shall be required to:

* * *

(N) Serve as the designated person to fulfill the responsibility of any administrative office or position identified in this Village Code whenever another individual has not been specifically identified and qualified to serve in such position. In furtherance of this provision, the village manager may designate any other person to serve as the deputy to such office or position in order to assist in the carrying out of the duties of such office or position.

SECTION THREE: Effective Date. This Ordinance shall be in full force and effect following its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this ____th day of May, 2024.

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this ____th day of May, 2024.

Village President

ATTEST:

Village Clerk