

CITY OF VILLA GROVE  
DOUGLAS COUNTY, ILLINOIS

ORDINANCE NO. 2025-MC01

**AN ORDINANCE AMENDING TITLE III, CHAPTER 31  
OF THE VILLA GROVE, ILLINOIS CODE OF ORDINANCES  
AS THEY RELATE TO NONELECTED CITY OFFICIALS**

PASSED BY THE CITY COUNCIL AND  
APPROVED BY THE MAYOR OF THE  
CITY OF VILLA GROVE, ILLINOIS  
THIS FOURTEENTH DAY OF JANUARY 2025

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PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE MAYOR AND CITY COUNCIL OF THE CITY OF  
VILLA GROVE, DOUGLAS COUNTY, ILLINOIS, THIS FIFTEENTH DAY OF JANUARY 2025

CITY OF VILLA GROVE  
DOUGLAS COUNTY, ILLINOIS

ORDINANCE NO. 2025-MC01

January 14, 2025

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OF THE VILLA GROVE, ILLINOIS CODE OF ORDINANCES  
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**WHEREAS**, the City of Villa Grove, Douglas County, Illinois (the "City"), is a duly organized and existing City created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto with full powers to enact ordinances for the benefit of the residents of the City.

**WHEREAS**, the City previously adopted Title III, Chapter 31 of its Code of Ordinances regarding multiple City officials and staff; and

**WHEREAS**, the City has determined that it is necessary and in the best interest of the City and its residents to amend Title III, Chapter 31: City Officials and Employees of its Code of Ordinances as it relates to Nonelected City Officials as provided herein.

**NOW THEREFORE, BE IT ORDAINED** by the Mayor and the City Council of Villa Grove, Illinois as follows:

SECTION 1: Incorporation Clause. The Mayor and City Council members hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and does hereby, by reference, incorporate and make them part of this Ordinance.

SECTION 2: Purpose. This ordinance is to amend Article III: Chapter 35: City Officials and Employees of the Villa Grove, Illinois Code of Ordinances as it relates to Nonelected City Officials.

SECTION 3: Title III, Chapter 31.30: APPOINTED OFFICIALS of the Villa Grove, Illinois Code of Ordinances is hereby amended to now read, in entirety, as follows:

**"§ 31.30 APPOINTED OFFICIALS.**

The appointed officers of the City shall consist of the City Administrator, the City Comptroller, the City Collector, the Budget Officer, the Deputy Clerk, the Superintendent of Public Works, the Director of Community Programs and Services, the Fire Chief, the Building Official/Inspector, the Chief of Police and all sworn officers of the Police Department. All other personnel shall be considered board or commission members or employees and shall not be subject to the provisions of this subchapter as they apply to officers.

SECTION 4: Title III, Chapter 31.31: OFFICE MANAGER of the Villa Grove, Illinois Code of Ordinances is hereby repealed.

SECTION 5: Title III, Chapter 31.33: DEPUTY CLERK of the Villa Grove, Illinois Code of Ordinances is hereby amended to now read, in entirety, as follows:

**"§ 31.33 DEPUTY CLERK.**

(A) *Office created.* The City Clerk is hereby authorized to appoint one (1) Deputy Clerk by and with the advice and consent of the City Council. The Deputy Clerk shall have the power and duties to execute all documents required by any law to be executed by the City Clerk and affix the seal of the city thereto whenever required and the Deputy Clerk to act at the times as hereinafter provided. In signing any documents, the Deputy Clerk shall sign the name of the City Clerk followed with the word "by" and the Deputy Clerk's own name and the words "Deputy Clerk."

(B) *Duties.* The powers and duties hereinabove described shall be exercised by the Deputy Clerk only in the absence of the City Clerk from the City Clerk's office, and only when either written direction has been given by the City Clerk to the Deputy to exercise the power or when the Corporate Authorities have determined by resolution that the City Clerk is temporarily or permanently incapacitated to perform the functions.

(C) *Salary of Deputy Clerk.* In such occasions that the Deputy Clerk attends a City Council meeting in the Clerk's absence to record minutes, such meeting shall be paid to the Deputy at the amount of one-half of the fixed monthly salary per Municipal Code Section 31.16(C) herein.

(E) *Residency of Deputy Clerk.* As the position is intended to provide coverage for and exercise the powers of the City Clerk, residency within the City is hereby required.

SECTION 6: Title III, Chapter 31.35: CITY COMPTROLLER of the Villa Grove, Illinois Code of Ordinances is hereby amended to now read, in entirety, as follows:

**"§ 31.35 CITY COMPTROLLER.**

(A) *Office created.* There is hereby created the office of City Comptroller.

(B) *Appointment.* The City Comptroller shall be appointed by the Mayor by and with the advice and consent of the majority of the Alderman then holding office. The term of such office shall be determined on an annual basis.

(C) *Duties.* The City Comptroller shall exercise general supervision over all officers responsible for the collection or disbursement of municipal revenue and compile and report all information needed for the preparation of the appropriation ordinance, or the budget, if the Comptroller has been designated the budget officer, and shall perform the other duties as the City Council deems necessary and proper and by ordinance or resolution may confer upon the Comptroller. The powers and duties of the City Comptroller shall also include the statutory duties established by ILCS Chapter 65, Act 5, §§ 3.1-35-100 through 3.1-35-115.

(D) *Salary of City Comptroller.* The salary of the City Comptroller shall be paid at the same rate and frequency as the City Clerk and City Treasurer.

(E) *Residency of City Comptroller.* As the position is intended to provide oversight of other City Officials who are statutorily required to be legal residents of the City, residency of the City Comptroller shall be strongly encouraged but not required.

SECTION 7. Headings. The headings for the articles, sections, paragraphs and sub-sections of this ordinance are inserted solely for the convenience of reference and form no substantive part of this ordinance nor should they be used in any interpretation or construction of any substantive provisions of this ordinance.

SECTION 8: Severability. The provisions of this Ordinance are hereby declared to be severable and should any provision, clause, sentence, paragraph, sub-paragraph, section, or part of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect. It is hereby declared to be the legislative intent of the City Council that this Ordinance would have been adopted had not such unconstitutional or invalid provision, clause, sentence, paragraph, sub-paragraph, section, or part thereof had not been included.

SECTION 9: Superseder and Publication. All code provisions, ordinances, resolutions and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded. A full, true and complete copy of this Ordinance shall be published in pamphlet form as provided by the Illinois Municipal Code, as amended.

SECTION 10: Effective Date. This Ordinance shall be in full force and effect upon passage and approval, as provided by the Illinois Municipal Code, as amended.

**PRESENTED, PASSED, APPROVED AND ADOPTED** BY THE MAYOR AND CITY COUNCIL OF THE CITY OF VILLA GROVE, ILLINOIS, at its regular meeting on this fourteenth day of January, A.D., 2025, by a roll call vote as follows:

Blaney, Thelma I. yea

Nieto, Gilbert III yea

Cheely, Kerry S. \_\_\_\_\_


Hooker, Anthony L. \_\_\_\_\_

Clark, Wayne \_\_\_\_\_

Johnson, Derek S. yea

Eversole-Gunter, Cassandra A. yea

APPROVED:



CASSANDRA A. EVERSOLE-GUNTER  
Mayor

ATTEST:



MICHELLE L. OSBORNE  
City Clerk

SEAL

