

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL),  
CHAPTER 2.30 (EMPLOYEE RELATIONS MANAGER/ASSISTANT TO THE  
FINANCE DIRECTOR) OF THE CREST HILL CITY CODE**

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**WHEREAS**, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, pursuant to Section 3.1-30-5(a) of the Illinois Municipal Code (65 ILCS 5/3.1-30-5(a)), the Mayor is authorized to appoint, subject to the advice and consent of the City Council, any and all officers necessary to carry into effect the powers conferred upon the City by the constitution and laws of the State of Illinois; and

**WHEREAS**, the Mayor and City Council previously exercised this grant of authority to create the position of Employee Relations Manager/Assistant to the Finance Director, as set forth in Title 2 (Administration and Personnel), Chapter 2.30 (Employee Relations Manager/Assistant to the Finance Director); and

**WHEREAS**, the Corporate Authorities of the City are empowered to amend its Code of Ordinances from time to time, as necessary to further the best interests of the City of Crest Hill and its residents; and

**WHEREAS**, the position of Employee Relations Manager/Assistant to the Finance Director has been vacant for more than two years, during which time the City utilized an independent contractor consultant for Human Resources Services; and

**WHEREAS**, the contract for Human Resources Consulting Services ended on or about January 8, 2026; and

**WHEREAS**, the City previously had a position of Assistant City Administrator/Human Resources Director; and

**WHEREAS**, the Corporate Authorities of the City have determined that it is in the best interests of the City and its citizens to repeal Ordinance #1922 which created the position of Employee Relations Manager/Assistant to the Finance Director and to Amend Chapter 2.30 of Title 2 of the Crest Hill City Code as set forth herein.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:**

**SECTION 1:** The City Council hereby finds that all the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

**SECTION 2:** Ordinance #1922, which amended Title 2 (Administration and Personnel), Chapter 2.30 (Employee Relations Manager/Assistant to the Finance Director) of the Crest Hill City Code is hereby repealed in its entirety, and shall be replaced with the following:

**CHAPTER 2.30: ASSISTANT CITY ADMINSTRATOR/HUMAN RESOURCES DIRECTOR**

Section

- 2.30.010      Creation of office; appointment
- 2.30.020      Salary
- 2.30.030      Duties and responsibilities

**§ 2.30.010 CREATION OF OFFICE; APPOINTMENT**

There is hereby created within the City of Crest Hill the office of Assistant City Administrator/Human Resources Director. The officer shall be appointed by the Mayor with the advice and consent of the City Council.

**§ 2.30.020 SALARY**

The salary of the Assistant City Administrator/Human Resources Director shall be fixed by the City Council.

**§ 2.30.030 DUTIES AND RESPONSIBILITES**

The Duties and Responsibilities of the Assistant City Administrator/Human Resources Director shall be pursuant to the current job description approved by the City Council and as amended from time to time.

(Ord. 1922, passed 8-29-22)

**SECTION 3:** In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

**SECTION 4:** That all ordinances, resolutions, motions, or parts thereof, conflicting with

any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

**SECTION 5:** That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 6:** That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

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PASSED THIS 2<sup>ND</sup> DAY OF MARCH, 2026.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Aldersperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

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Christine Vershay-Hall, City Clerk

APPROVED THIS 2<sup>ND</sup> DAY OF MARCH, 2026.

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Raymond R. Soliman, Mayor

ATTEST:

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Christine Vershay-Hall, City Clerk