

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Ordinance No. 2025- _____ Amending Chapter 22, Article I, Sec. 2-121 relating to the Village Administrator

Date: 12/2/2025

Meeting: Village Board DATE 12/2/2025

Prepared by: Attorney Tom Green

Department: Admin

Overview/Background Information

In 2023 the Village amended Section 2-121 regarding the Village Administrator (VA). That amendment significantly modified and simplified the selection and appointment process under Section (b), the qualifications/required knowledge under Section (d), and the compensation under Section (f). The Committee of the Whole voted to change Section 2-121 back to the way it was written prior to the 2023 amendment/change.

Key Issues

Reverting back to the former version of Section 2-121 regarding the Village Administrator will significantly change the process for appointment and compensation and will modify other language within the Section. The appointment process will be overseen by an ad hoc committee of the President and 2 Trustees, and calls for the use of a qualified executive recruiting firm. Also, an extensive interview process is outlined.

Fiscal Note/Budget Impact

N/A

Prior Legislative Actions

Section 2-121 was originally passed in 2013, the Section was amended in 2023.

Action Required/Recommendation

If the Village Board desires to change the Village Administrator Ordinance back to before the 2023 change, then passing this Ordinance will achieve that end.

Attachments

Ordinance No. 2025- _____, Amending Chapter 22, Article I Section 2-121 relating to the Village Administrator.