

October 15, 2026

TO: President Gustafson & Village Trustees
FROM: Scot Wrighton, Interim Village Administrator
RE: Administrative Code Revisions (cont'd)

It is requested that the Village Board continue discussion and review of proposed revisions to Title II, picking up where they left off on September 15. Those portions of Title II, not already approved and recommended to the Village Board for adoption on October 6, have been resubmitted and attached to this memo, and utilize the same ~~green strikeouts~~ for language proposed for deletion, ***red bold italics*** for proposed new language, and smaller font **bold blue text** for my commentary and discussion of background, options and rationale for changes. Commentary and options are not intended to ever be ordinance language, nor will they be included final versions for adoption by the Board.

The sections attached include Standing Committees, Village Departments, Village Officials, gift acceptance, boards & commissions, the fire & police commission, and ethics. When the Board has completed work on these sections of the Village Code, they will have gone through Chapters 20, 21, 22 and 23 of Title II. At a later date, I will present revisions to travel and other policies, purchasing & procurement policies, finance and taxation ordinances, fair housing, code enforcement policies and other policies of the Village in Chapters 24 through 27 of Title II (Part 2). As they did on September 15, the Board can postpone or table parts of this project if they need additional time to study them.