

ORDINANCE NO. O-19-18

**AN ORDINANCE AMENDING CHAPTER 5 OF TITLE 1 AND CHAPTER 1 OF TITLE 3
OF THE VILLAGE CODE OF CAMPTON HILLS, KANE COUNTY, ILLINOIS
RELATING TO PURCHASING PROCEDURES AND BIDDING**

WHEREAS, the Village of Campton Hills, Kane County, Illinois (the "*Village*") is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

WHEREAS, the Village President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois (the "*Corporate Authorities*") may from time to time amend the text of the Village Code of Campton Hills (the "*Code*") when it is determined to be in the best interests of the health, safety and welfare of the Village and its residents; and

WHEREAS, the Corporate Authorities find that it is in the best interest of the health, safety and welfare of the residents of the Village to provide for the regulations herein specified.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois, as follows

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. Section 1-5-2 ("*Powers and Duties*") of Chapter 5 ("*Village President*") of Title 1 ("*Administration*") of the Village Code of Campton Hills, Illinois, is hereby amended by deleting the following stricken language to read as follows:

1-5-2: POWERS AND DUTIES:

A. Generally: The village president is the chief executive officer of the village, with

duties and rights and powers prescribed by the laws of the state, by this code, or by "Robert's Rules Of Order" (when not in conflict with state law or this code). (2013 Code § 1-5-2)

~~B. Unanticipated Expenditures: The village president has authority to spend up to five thousand dollars (\$5,000.00) without previous board approval solely upon his or her authority. Such unanticipated expenditures must be vouched and ratified at the first village board meeting occurring more than ten (10) days following the expenditure. (2013 Code § 1-5-3)~~

Section 3. Section 3-1-5 ("*Purchasing Procedures and Bidding*") of Chapter 1 ("*General Finance Provisions*") of Title 3 ("*Financing Regulations*") of the Village Code of Campton Hills, Illinois, is hereby amended by deleting the following stricken language and adding the underlined language in its place to read as follows:

3-1-5: PURCHASING PROCEDURES AND BIDDING:

A. Preauthorized Expenditures:

1. ~~The Village President,~~ Village Administrator, Department Heads, and Committee Chairs are authorized to make or approve the expenditure of Village funds on behalf of the Village without prior approval of the Village Board, not to exceed the authorized amounts set forth below. This authority is limited to expenditures which have been itemized within the current budget adopted by the Corporate Authorities and have been approved by the Village official responsible for overseeing that portion of the budget.

Village President	\$5,000.00
Village Administrator	5,000.00
Department Head	1,000.00
Committee Chair	500.00

~~2. Further, the Village President and Village Administrator, collectively, are authorized to make or approve the expenditure of Village funds on behalf of the Village in an amount not to exceed nine thousand nine hundred ninety nine dollars ninety nine cents (\$9,999.99). This authority is limited to expenditures which have been itemized within the current budget adopted by the Corporate Authorities and have been approved by the Village official responsible for overseeing that portion of the budget.~~

~~3-2.~~ Any expenditure that does not fall within an expenditure that is authorized by subsections A1 and A2 of this section shall require the approval of the Corporate Authorities.

4. ~~3.~~ No Village officer or employee, except as expressly provided in this Code, is authorized to make purchases for the Village or to incur other obligations, including contacting professionals serving the Village.

~~5~~ 4. The prohibitions of subsections A1 through ~~A4~~ A3 of this section shall not apply in the case of a bona fide emergency except such expenditures must follow the requirements of 65 Illinois Compiled Statutes 5/8-10-5.

~~6~~ 5. If the Village receives an invoice by reason of a violation of this section, the Village officer or employee whose action resulted in such invoice shall be responsible for reimbursing the Village for the amount thereof. (Ord. O-15-15, 9-15-2015)

~~7~~ 6. The disbursement of petty cash shall be restricted to those Village officials authorized as check signatories pursuant to section 3-1-7 of this chapter. The use of Village credit and debit cards by any Village official shall be subject to the prior approval of the Village President, Village Administrator, or a department head subject to the preauthorized expenditure limits contained within subsection A1 of this section. (Ord. O-16-16, 6-21-2016)

~~8~~ 7. Expenditures shall not be split or staggered in an attempt to circumvent any provision of this Code. (Ord. O-15-15, 9-15-2015)

~~9~~ 8. Preauthorized expenditures do not include purchases made from a contingency account specifically designated within the current budget adopted by the Corporate Authorities. All such purchases shall require approval by the Corporate Authorities. (Ord. O-16-05, 4-19-2016)

B. Bids Required; Procedures:

1. Except in the case of emergency, all public works contracts must follow the requirements of 65 Illinois Compiled Statutes 5/8-9-1. Emergency expenditures must follow the requirements of 65 Illinois Compiled Statutes 5/8-10-5.

2. No purchase of any article or commodity expected to cost more than ten thousand dollars (\$10,000.00) shall be made, incurred or committed to unless bids or quotations are solicited from two (2) or more vendors of such article or commodity, except in case of emergency or with specific approval of the board of trustees and except for personal property, supplies and services purchased through the department of central management services of the state of Illinois pursuant to the governmental joint purchasing act. (Ord. O-15-15, 9-15-2015)

Section 4. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

Section 5. All ordinances, resolutions, motions or orders in conflict with this Ordinance are hereby repealed to the extent of such conflict.

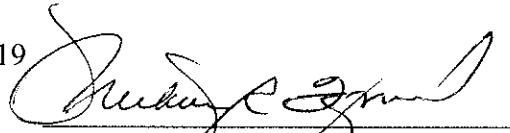
Section 6. This Ordinance shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

Intentionally Left Blank

Passed this 15th day of October, 2019, pursuant to a roll call vote as follows:


	AYES	NAYES	ABSENT	ABSTAIN
Trustee Darlene Bakk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Susan P George	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Jim McKelvie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Mike Millette	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Michael O'Dwyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Wendy K. White Eagle	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
President Michael Tyrrell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPROVED this 15th day of October, 2019


Michael Tyrrell, Village President

(SEAL)

ATTEST:


Lynn Baez, Village Clerk