

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Director of Finance **DATE:** August 16, 2005
(Name)

RECOMMENDATION FROM: _____ **FILE REF:** _____
(Board or Department)

NATURE OF ACTION:

STEPS NEEDED TO IMPLEMENT ACTION:

- Ordinance
- Resolution
- Motion
- Other

Motion to Adopt "AN ORDINANCE AMENDING THE FISCAL YEAR TO CALENDAR YEAR", as presented.

WS

SUMMARY OF ITEM:

Adoption of the attached ordinance will amend the fiscal year which shall commence on the first day of January and terminate on the thirty-first day of December each year. This ordinance shall become effective January 1, 2007.

RECORD OF ACTION TAKEN:

ORDINANCE NO. _____

**AN ORDINANCE AMENDING
THE FISCAL YEAR TO CALENDAR YEAR**

BE IT ORDAINED by the Village Council of the Village of Downers Grove in DuPage County, Illinois, as follows: (Additions are indicated by /underline; deletions by strikeout):

Section 1. That Section 1.14 is hereby amended to read as follows:

1.14 Fiscal year.

The fiscal year of the Village shall commence on the first day of May, and terminate on the thirtieth day of April in each and every year, ~~provided that effective January 1, 2007, the fiscal year of the Village shall commence on the first day of January and terminate on the thirty-first day of December.~~ (R.O. 1925 § 3; codification 1969.)

Section 2. That Section 2.20. is hereby amended to read as follows:

2.20. Powers and duties generally.

The Village Manager shall be the Chief Administrative Officer for the Village and shall be responsible to the Village Council for the proper administration of all Village affairs. The Manager shall have the following powers and duties:

(a) To properly plan, coordinate and direct the functions of the Village government in a manner consistent with existing statutes and ordinances.

(b) To employ and discharge all employees under his supervision, subject to statutory limitation.

(c) To cause to be prepared and submitted to the Council a five year financial plan and such other statements, reports, or data as may be necessary to permit the Council to pass and approve annual budgets on or before May 1 in each year ~~provided that effective January 1, 2007, the date shall change to January 1st of each year,~~ and to cause appropriation ordinances, tax levy ordinances and other ordinances to be prepared, as required by state statutes.

(d) To prepare and submit to the Council an annual report at the end of each fiscal year on the finances and administrative activities of the Village during the preceding year.

(e) To cause to be prepared and submitted to the Council such financial statements as are necessary from time to time to inform the Council of the exact financial condition of the Village.

(f) To recommend to the Council a personnel code which shall include job classifications and schedules of pay for each classification.

(g) To attend all meetings of the Village Council, with the right to take part in the discussion of all matters before the Council, but with no right to vote.

(h) To supervise the purchase of all materials, supplies and equipment for which funds have been provided in the budget, in accordance with existing laws and statutes; provided that no purchase in excess of any appropriation shall be permitted.

(i) To direct the enforcement of all laws and ordinances within the Village.

(j) To perform such other duties as may be required by the Council in a manner consistent with the state statutes or Village ordinances.

(k) To recommend to the Village Council for adoption, such measures as are determined by the Manager to be necessary or expedient.

(l) To issue, amend or repeal administrative regulations, policies and procedures for the Village and Village staff. (Ord. No. 948, § 4; Ord. No. 3266, § 12.)

Fiscal Year

Section 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

Passed:

Published:

Attest:

Village Clerk