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## VILLAGE OF SUGAR GROVE BOARD REPORT

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PATRICK J. ROLLINS, CHIEF OF POLICE  
**SUBJECT:** ORDINANCE: RATIFICATION AMENDING THE POLICE  
DEPARTMENT, TITLE 5, POLICE REGULATIONS, CHAPTER 1,  
SECTION 5-1-5 CREATING A DEPUTY CHIEF OF POLICE POSITION.  
**AGENDA:** OCTOBER 15, 2024, BOARD MEETING  
**DATE:** OCTOBER 9, 2024

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### ISSUE

Should the Village Board amend the Village Code to create a Deputy Chief of Police exempt position as one of the ranks, under Title 5, Chapter 1, new Section 5-1-5.

### DISCUSSION

The Village Board during the past budget process (Fiscal Year 24-25) the police department establishing a deputy chief of police position. The Village Board approved the position and allocated funding in the police department for this position.

State law requires municipalities to pass an ordinance for establishing this position.

Pursuant to 65 ILCS 5/10-2.1-4

Notwithstanding any other provision of this Section, a non-home rule municipality of 130,000 or fewer inhabitants, through its council or board of trustees, may, by ordinance, provide for a position of deputy chief to be appointed by the chief of the police department. The ordinance shall provide for no more than one deputy chief position if the police department has fewer than 25 full-time police officers and for no more than 2 deputy chief positions if the police department has 25 or more full-time police officers. The deputy chief position shall be an exempt rank immediately below that of Chief. The deputy chief may be appointed from any rank of sworn, full-time officers of the municipality's police department, but must have at least 5 years of full-time service as a police officer in that department. A deputy chief shall serve at the discretion of the Chief and, if removed from the position, shall revert to the rank currently held, without regard as to whether a vacancy exists in that rank. A deputy chief of police, having been appointed from any rank of sworn full-time officers of that municipality's police department, shall be permitted, regardless of rank, to take promotional exams and be promoted to a higher classified

rank than he currently holds, without having to resign as deputy chief of police.

The Deputy Chief of Police position has been discussed at previous board meetings and has funds allocated in the approved budget. Staff is looking to fill the position and needs formal adoption of an ordinance for creating the position. Thus, staff desires the Village Board to amend the Village Code by adding the below language

Title 5: Police Regulations  
Chapter 1: Police Department

5-1-5: Deputy Chief of Police

*Deputy Chief:* Pursuant to 65 ILCS 5/10-2.1-4, the *Deputy* Chief position shall be an exempt rank immediately below that of Chief of Police. The Chief of Police shall appoint the *Deputy* Chief(s) from any rank of sworn, full-time officers of the Village's Police Department. The individual(s) selected to fill the *Deputy* Chief position shall have at least five years of full-time service as a Police Officer with the Village's Police Department. The *Deputy* Chief(s) shall serve at the discretion of the Chief of Police and, if removed from the position of *Deputy* Chief by the Chief of Police, shall revert to the rank held immediately prior to the appointment to the *Deputy* Chief position. There shall be no more than two *Deputy* Chief positions within the Police Department.

## **COST**

Approximately \$500 for attorney review.

## **RECOMMENDATION**

Staff recommends the Board approve Ordinance 2024-1015PD establishing a Deputy Chief of Police exempt rank within the department.



**VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**Ordinance No. 2024- 1015PD**

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**An Ordinance Amending Title 5 - Chapter 1 of the Village Code of Ordinances**

**(Police Regulations- Adding Deputy Chief of Police Position -Section 5-1-5)**

**Village of Sugar Grove, Kane County, Illinois**

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Adopted by the  
Board of Trustees and President  
of the Village of Sugar Grove  
this 15th day of October 2024.

Published in Pamphlet Form  
by authority of the Board of Trustees  
of the Village of Sugar Grove, Kane County,  
Illinois, this 15th day of October 2024.

**ORDINANCE NO. 2024-1015PD**

**An Ordinance Amending Title 5 – Police Department- Police Regulations, Chapter 1,  
Creating Section 5-1-5, Deputy Chief of Police**

**Village of Sugar Grove, Kane County, Illinois**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

**WHEREAS**, the Village of Sugar Grove (“Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution, and accordingly, seeks to act pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

**WHEREAS**, the Village is committed to ensuring the health safety, and welfare of individuals residing in, working, in and visiting the Village: and

**WHEREAS**, the Police Chief submitted a request to create the position of Deputy Chief of Police; and

**WHEREAS**, the Village during the fiscal year budget process discussed the new position and approved funding in the police department budget: and

**NOW, THEREFORE**, be it ordained by the corporate authorities of the Village of Sugar Grove as follows.

**SECTION 5-1-5: TITLE 5 – CHAPTER 1 – Amend 5-1-5**

The following provisions of the Village of Sugar Grove Code of Ordinances shall be amended:

**5-1-5: Deputy Chief of Police**

Deputy Chief: Pursuant to 65 ILCS 5/10-2.1-4, the Deputy Chief position shall be an exempt rank immediately below that of Chief of Police. The Chief of Police shall appoint the Deputy Chief(s) from any rank of sworn, full-time officers of the Village's Police Department. The individual(s) selected to fill the Deputy Chief position shall have at least five years of full-time service as a Police Officer with the Village's Police Department. The Deputy Chief(s) shall serve at the discretion of the Chief of Police and, if removed from the position of Deputy Chief by the Chief of Police, shall revert to the rank held immediately prior to the appointment to the Deputy Chief position. There shall be no more than two Deputy Chief positions within the Police Department.

Any provision not specifically enumerated herein shall remain in full force and effect.

## SECTION TWO: GENERAL PROVISIONS

**REPEALER:** All ordinances or portions thereof in conflict with this Ordinance are hereby repealed.

**SEVERABILITY:** Should any provision of this Ordinance be declared invalid by a court of competent jurisdiction; the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this Ordinance.

**EFFECTIVE DATE:** This Ordinance shall be in full force and effect on and after its approval, passage and publication in pamphlet form as provided by law.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 15th day of October 2024.

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Jennifer Konen  
President of the Board of Trustees  
of the Village of Sugar Grove, Kane  
County, Illinois

ATTEST: \_\_\_\_\_  
Tracey Conti  
Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Matt Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee James White	_____	_____	_____	_____
Trustee Sean Michels	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Village President Jennifer Konen	_____	_____	_____	_____