

ORDINANCE NO. 24-010

AN ORDINANCE MAKING AMENDMENTS TO THE VILLAGE CODE OF THE VILLAGE OF SAN JOSE ESTABLISHING THE OFFICE OF MUNICIPAL CODE ENFORCEMENT OFFICER AND MAKING OTHER AMENDMENTS IN CONJUNCTION THEREWITH

WHEREAS, the Village Code of the Village of San Jose was adopted on April 18, 2016;
and,

WHEREAS, the Corporate Authorities of the Village of San Jose desires to amend the Village Code to create the appointed office of Village Code Enforcement Officer, establish his/her duties and the rules and regulations regarding Code enforcement within the Village as well as those other items recited in the title to this Ordinance set forth above;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SAN JOSE, Logan and Mason Counties, Illinois, that the Village Code of the Village of San Jose is hereby amended by amending certain Sections and inserting new Sections of the Village Code to read as follows:

INSERT a new ARTICLE C as follows:

ARTICLE C: VILLAGE CODE ENFORCEMENT OFFICER

SECTION:

1-6C-1: Duties

1-6C-1: DUTIES:

A: Generally: The Village Code Enforcement Officer (“VCEO”) shall:

1. Have the responsibility for administering and enforcing the provisions of this subchapter and of the Village Code and/or Ordinances of the Village (herein referred to as the “applicable Codes and Ordinances”) which do not designate other enforcement officers or agencies as its administration and enforcement official, EXCEPT that in the absence of a Village Police Department or Village Police Officer, the VCEO shall have the authority to issue citations that otherwise could be issued by the police for violation of Village Ordinances (other than those relating to traffic or criminal violations) ; furthermore, the VCEO shall perform the duties of the Village Building Inspector and Zoning

Enforcement Officer when no such persons are appointed by the Board of Trustees or when those positions are vacant.

(2) Maintain the receipt of applications; oversee the issuance of building and other permits, notices, certificates and orders; make inspections to determine conformance with applicable Codes and Ordinances; undertake systematic inspection programs should they be adopted by the Board of Trustees; undertake research and investigations; keep records and issue written reports; initiate citations for violations of applicable Codes and Ordinances, and such other activities as may be required.

AMEND Sections 1-6-1 and 1-6-3 to read as follows:

1-6-1: ELECTIVE AND APPOINTIVE OFFICERS:

- A. There shall be elected in the Village, a President of the Board of Trustees and six (6) Trustees.
- B. The appointive officers of the Village shall be: the Village Police Chief (optional) , the Village Treasurer, the Village Clerk, the Village Attorney, the Village Code Enforcement Officer, and as many police officers and other officers (if any) as the President and Board of Trustees may deem necessary and expedient.

1-6-3 : COMMENCEMENT OF TERMS:

- A. The terms of elected Village officers shall commence at the first regular or special meeting of the Corporate Authorities after receipt of the official election results from the County Clerk of the regular Municipal election at which the officers were elected.
- B. The terms of appointed Village officers shall commence and expire at such time as the Board of Trustees designates upon their appointment , and expire on the first to occur of their Removal (in accordance with Section 1-6-9) or the end of their designated term . In the event the Board of Trustees fails to designate the term of an appointed officer at the time of their appointment, then that term shall expire upon a two thirds (2/3) vote of the Board of Trustees.

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon its passage, approval, and publication as may be required by law.

BE IT FURTHER ORDAINED that if any section or part of this Ordinance is held invalid, it shall not affect the validity of the remainder of this Ordinance.

BE IT FURTHER ORDAINED that this Ordinance shall take effect upon passage, approval and publication thereof as provided by law.

PASSED AND APPROVED at a regular meeting of the President and Board of Trustees of the Village of San Jose this 16th day of September, 2024; and upon roll call the vote was as follows:

(Insert Trustees names)


AYES: 5

NAYS: 0


ABSENT: 0

ABSTAINING: 0

APPROVED this _____ day of _____, 2024.


President

ATTEST:


Village Clerk