

Item #3:
Resolution Approving Conflict Of Interest Policy

VILLAGE OF LONG GROVE

RESOLUTION NO. 2014-R-___

A RESOLUTION A CONFLICT OF INTEREST POLICY

WHEREAS, the Board of Trustees of the Village of Long Grove understand that it is of utmost importance that the citizens of the Village have confidence in their elected and appointed officials and employees; and

WHEREAS, the Illinois General Assembly has established standards for determining whether a public official or employee has a conflict of interest where public funds are involved, 65 ILCS 5/3.1-55-10 (the "**Conflict of Interest Statute**"); and

WHEREAS, Illinois courts have also identified situations where a conflict of interest may arise when a public official or employee has a definable financial interest in a matter coming before a public body but not involving public funds (a "**Common Law Conflict of Interest Standards**"); and

WHEREAS, the President and Board of Trustees hereby confirm the applicability of the Conflict of Interest Statute and the Common Law Conflict of Interest Standards and adopt the Conflict of Interest Statute and the Common Law Conflict of Interest Standards as the official policy of the Village with respect to its elected and appointed officials and employees; and

WHEREAS, the President and Board of Trustees hereby determine that the adoption of this policy is in the best interests of the Village and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF LONG GROVE, LAKE COUNTY, ILLINOIS, as follows:

SECTION ONE. **RECITALS.** The foregoing recitals are incorporated as if fully set forth in this Resolution.

SECTION TWO. **ADOPTION OF POLICY; PROTOCOLS.**

(a) The President and Board of Trustees hereby adopt the Conflict of Interest Statute and the Common Law Conflict of Interest Standards as the Conflict of Interest Policy of the Village (the "**Policy**"). The Policy shall apply to all elected and appointed officers and officials of the Village, as well as all Village employees.

(b) Whenever any appointed officer and official of the Village, or any Village employee, has a conflict of interest under the Policy with respect to his or her official duties for the Village, such officer, official, or employee shall report such conflict to the Village President or Village Manager.

SECTION THREE. **IMPLEMENTATION.** In order to implement the terms of this Policy, the following procedures shall apply:

(a) Whenever an officer, official, or employee reports a conflict of interest under the Policy, the President or Manager (as the case may be) shall investigate the nature of the conflict and determine (i) whether a conflict in fact exists, and (ii) if so, prescribe a course of action for

the officer, official, or employee to follow in order to perform his or her duties properly without violating this Policy.

(b) Upon receipt of a signed, notarized, written complaint from a third person, the President or Village Manager shall investigate, conduct research, conduct closed hearings and deliberations, issue findings, decisions, and recommendations, and impose a sanctions when warranted; provided, however, that no such complaint shall be considered if filed more than 60 days after the alleged conflict occurs. Persons who believe that a violation of this Policy may occur are encouraged to report such alleged conflict prior to any action by the officer, official, or employee in question takes action that may give rise to such conflict.

(c) The President or Village Manager may prepare and publish such manuals and guides as are deemed appropriate explaining the duties of individuals covered by this Policy, as well as forms relating to the implementation of this Policy.

SECTION FOUR. EFFECTIVE DATE. This Resolution shall become effective following its passage and approval in the manner provided by law.

PASSED THIS ____ DAY OF MAY, 2014.

AYES:

NAYS:

ABSENT:

APPROVED THIS ____ DAY OF MAY, 2014.

Village President

ATTEST:

Village Clerk

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