



VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Special Meeting

Village Board of Trustees

July 6, 2026

7:00 PM

Village President Kevin Patrick
Village Clerk Rolf Laukant

Village Trustees Cari Alfano, Jorge Cordova, Tina Konstatos, Jack Kozar, Deepa Kumar, Khalid Sabri

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

1. Call to Order - Roll Call

2. Pledge of Allegiance

3. Public Comments

4. Resolutions

- a. Resolution of the Village of Villa Park, DuPage County, Illinois Adopting a Remote Attendance Policy.
- b. Resolution of the Village of Villa Park, DuPage County, Illinois Extending the Term of the Village Manager to April 30, 2029.
- c. Resolution of the Village of Villa Park, DuPage County, Illinois Approving Appointment of Laner Muchin Law to Conduct an Employment Investigation.

5. New Business

- a. Discussion Regarding Amendments to the Employee Handbook Concerning Employee Disciplinary Procedures.
- b. Resolution of the Village of Villa Park, DuPage County, Illinois Providing for and Requiring the Submission of a Binding Referendum to the Electors of the Village of Villa Park at the November 2026 General Election The Question of Whether the

Village Clerk Should Be Appointed Rather Than Elected, With an Appointment to be Effective in 2029.

6. Executive Session

7. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

RESOLUTION NO. _____

**A RESOLUTION OF THE VILLAGE OF VILLA PARK,
DUPAGE COUNTY, ILLINOIS ADOPTING A REMOTE ATTENDANCE POLICY**

WHEREAS, the Village of Villa Park (the "*Village*") is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the President and Board of Trustees previously established and now desire to adopt a remote attendance policy for the Village of Villa Park Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: That the *Policy on Remote Attendance* for the Board of Trustees of the Village, which is attached hereto and made a part hereof as Exhibit A, is hereby approved and adopted.

Section 2: That all ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 3: That this Resolution shall be in full force and effect from and after its passage and approval according to law.

(Intentionally Left Blank)

PASSED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

Approved this ____ day of _____, 2026.

Kevin Patrick, Village President

Attest:

Rolf Laukant, Village Clerk

VILLAGE CLERK

EXHIBIT A

**Policy on Remote Attendance for the Board of Trustees of the
Village of Villa Park, Illinois**

(see attached)

**Policy on Remote Attendance
for the Villa Park Board of Trustees**

Effective as of _____, 2026

- Section 1** **Policy Statement.** It is the policy of the Villa Park Board of Trustees (the “Board”) that any member of the Board may attend any regular open or closed, special, or emergency meeting of the Board from a remote location via telephone, video or internet connection, provided that such attendance and participation is in compliance with this policy; the Open Meetings Act, 5 ILCS 120/1 *et seq.*, as may be supplemented and amended from time to time; and any other applicable laws.
- Section 2** **Definition of Meeting.** As used in this policy, the word “meeting” shall mean any gathering, whether in person or by video or audio conference, telephone call, electronic means, or other means of contemporaneous interactive communication, of a majority of a quorum of the members of the Board held for the purpose of discussing public business, or such other definition as shall be contained within state statutes.
- Section 3** **Prerequisites.** Except as provided in Section 8, a member of the Board shall only be provided with the opportunity to attend an open or closed meeting from a remote location if the member meets the following conditions and a majority of a quorum of the Board votes to approve the remote attendance:
- (i) The member must notify the Village President and the designated administrative assistant to the Board at least 24 hours before the meeting unless advance notice is impractical;
 - (ii) The member must meet one of three reasons described herein why he or she is unable to physically attend the meeting: the member cannot attend because of (a) personal illness or disability; (b) employment conflicts or the business of the Board; or (c) a family or other emergency; and
 - (iii) A quorum of the Board must be physically present at the location of the public meeting.
- Section 4** **Voting Procedures.** After roll call, a vote of the Board shall be taken, considering the prerequisites set forth in Section 3, on whether to allow an off-site member to participate remotely. A vote may be taken to permit remote participation for a stated series of meetings if the same reason applies in each case. Otherwise, a vote must be taken to allow each remote participation.
- Section 5** **Quorum and Vote Required.** A quorum must be established by members physically present at the location of any meeting before it can be considered whether to allow a member to participate in the meeting remotely. A vote of a

majority of a quorum shall be necessary to decide the issue. For the meeting to continue there shall always need to be a quorum physically present.

Section 6 **Rights of Remote Member.** The member permitted to participate remotely will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken, and his or her vote counted, recorded, and placed in the minutes for the corresponding meeting. A member participating remotely may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning. The meeting minutes shall state specifically whether each member is physically present, present by video, or present by audio means.

Section 7 **Closed Meetings.** A quorum of members must be physically present at any closed meeting. Members participating remotely shall otherwise be entitled to participate in closed meetings by video or audio conference. A separate vote shall be taken to permit a member to participate remotely in any closed session.

Section 8. **Disaster Declaration.** Remote attendance of members shall also be allowed in accordance with Section 7(e) of the Open Meetings Act (5 ILCS 120/7(e). Meetings held subject to that Section must allow remote attendance by all members, though members shall also be allowed to participate in-person, unless the Village President determines all members must attend the meeting remotely. All other requirements of that Section shall be followed.

When a meeting is conducted under this Section 8, the prerequisites of Section 3 shall not apply. Similarly, Sections 4, 5, and 7 shall not apply, except that closed meetings may also be held pursuant to Section 8.

Kevin Patrick, Village President

ATTEST:

RESOLUTION NUMBER _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS
EXTENDING THE TERM OF THE VILLAGE MANAGER TO APRIL 30, 2029**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the "*Village*"), is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village operates under the managerial form of municipal government as provided in Article 5 of the Illinois Municipal Code (65 ILCS 5/5-1-1 *et seq.*); and

WHEREAS, on May 29, 2025, the Village and Mr. Michael Rivas entered into a Village Manager Employment Contract (the "*Agreement*"), which sets forth the terms and conditions of Mr. Rivas' employment as Village Manager; and

WHEREAS, the Village and Mr. Rivas desire to execute a first amendment to the Agreement, a copy of which is attached hereto as Exhibit A, for the purpose of extending the term of the Agreement through April 30, 2029 (the "*First Amendment*"), while leaving all other terms and conditions of the Agreement unchanged except as expressly provided therein; and

WHEREAS, the Village President and Board of Trustees (the "*Corporate Authorities*") have determined that the continued employment of the Village Manager is in the best interests of the Village and its residents to ensure stable leadership, continuity of operations, and the effective administration of Village affairs; and

WHEREAS, the Village President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois (the "*Corporate Authorities*"), find that it is in the best interests of the Village to authorize the execution of the First Amendment and extend the term of the Village Manager through April 30, 2029.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of

the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1. 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. The First Amendment is hereby approved substantially in the form presented, with such necessary non-material changes as determined by the Village President, with such changes and revisions therein contained being approved by execution and delivery of such Agreement by the Village President.

Section 3. The term of employment of the Village Manager is hereby extended through April 30, 2029, subject to the terms and conditions of the Village Manager's employment agreement, as amended.

Section 4. The Village President and Village Clerk are hereby authorized and directed to deliver and execute the First Amendment and any and all other documents necessary to implement the provisions, terms, and conditions thereof, as therein described.

Section 5. The officials and officers of the Village are further hereby authorized to undertake actions on the part of the Village as contained in the First Amendment to complete satisfaction of the provisions, terms, and conditions stated therein.

Section 6. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 7. This Resolution shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

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PASSED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

Approved this ____ day of _____, 2026.

Kevin Patrick, Village President

Attest:

Rolf Laukant, Village Clerk

EXHIBIT A

First Amendment to the Village Manager Employment Contract

FIRST AMENDMENT TO VILLAGE MANAGER EMPLOYMENT CONTRACT

THIS FIRST AMENDMENT TO VILLAGE MANAGER EMPLOYMENT CONTRACT ("*First Amendment*") is made and entered into effective as of the ____ day of _____, 2026 ("*Execution Date*"), by and between the **VILLAGE OF VILLA PARK, an Illinois municipal corporation** ("*Village*"), and **MICHAEL RIVAS** ("*Manager*").

RECITALS

A. The Village and Manager entered into that certain Village Manager Employment Contract dated May 29, 2025 (the "*Agreement*"); and

B. The Village and Manager desire to amend the Agreement for the purpose of extending the term of the Agreement as set forth in this First Amendment.

NOW, THEREFORE, in consideration of the foregoing promises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Village and Manager agree as follows:

AMENDMENT

1. Recitals; Capitalized Terms. The Recitals set forth above are incorporated into this First Amendment as though fully set forth herein. Capitalized terms used but not otherwise defined herein shall have the meanings ascribed to them in the Agreement.

2. Amendment to Section 2(A). Within Section 2(A) of the Agreement, and the Agreement as a whole, the term of the Agreement shall expire on April 30, 2029. All references in the Agreement to the "Initial Term," the "Renewal Term," or the expiration thereof, shall mean April 30, 2029.

3. Conflict. Except as specifically amended by this First Amendment, all terms and conditions of the Agreement shall remain in full force and effect. In the event of any conflict between this First Amendment and the Agreement, the terms of this First Amendment shall control.

4. Counterparts. This First Amendment may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Electronic and PDF signatures shall be deemed originals for all purposes.

[Signature page follows.]

IN WITNESS WHEREOF, the parties have executed this First Amendment to the Agreement as of the Execution Date.

MICHAEL RIVAS,
Village Manager

VILLAGE OF VILLA PARK, an Illinois
municipal corporation

By: _____

By: _____

Kevin Patrick, Village President

Date: _____

Date: _____

ATTEST:

By: _____

Rolf Laukant, Village Clerk

RESOLUTION NUMBER _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS
APPROVING THE APPOINTMENT OF LANER MUCHIN TO CONDUCT AN
EMPLOYMENT INVESTIGATION**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the "*Village*"), is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village desires to authorize a proposal from Laner Muchin (the "*Firm*"), which is attached hereto and incorporated herein as Exhibit A, for the purpose of retaining the Firm to conduct an employment investigation; and

WHEREAS, the Village President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois (the "*Corporate Authorities*"), find that it is in the best interest of the Village to authorize the execution of the Proposal.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage 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. The appointment of Laner Muchin to conduct an independent employment investigation regarding employee workplace complaints and related employee interactions is hereby approved.

Section 3. The Proposal is hereby approved in substantially the form presented to the Village Board with such necessary non-material changes as may be authorized by the Village President, the execution thereof to constitute the approval by the Village of any and all changes or

revisions therein contained.

Section 4. The Village President and Village Clerk are hereby authorized and directed to execute and deliver the Proposal and all other documents necessary to implement the provisions, terms, and conditions thereof, as therein described.

Section 5. The Village President, Village Clerk, and all appropriate Village officials and employees are hereby authorized and directed to take all actions necessary to implement and carry out the intent of this Resolution, including providing reasonable cooperation and access to information necessary for completion of the investigation.

Section 6. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 7. This Resolution shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

(Intentionally Left Blank)

PASSED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

Approved this ____ day of _____, 2026.

Kevin Patrick, Village President

Attest:

Rolf Laukant, Village Clerk

RESOLUTION NUMBER _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS
PROVIDING FOR AND REQUIRING THE SUBMISSION OF A BINDING
REFERENDUM TO THE ELECTORS OF THE VILLAGE OF VILLA PARK AT THE
NOVEMBER 2026 GENERAL ELECTION THE QUESTION OF WHETHER THE
VILLAGE CLERK SHOULD BE APPOINTED RATHER THAN ELECTED, WITH AN
APPOINTMENT TO BE EFFECTIVE IN 2029**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the “*Village*”), is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, Section 28-7 of the Illinois Election Code provides that in any case in which Article VII of the Illinois Constitution authorizes any action to be taken by or with respect to any unit of local government, as defined in Section 1 of Article VII of the Illinois Constitution, by or subject to approval by referendum, any such public question shall be initiated in accordance with said section as well as other sections and provisions of the Illinois Election Code; and

WHEREAS, Section 7 of Article VII of the Illinois Constitution authorizes a municipality to provide by referendum for their officers, manner of selection and terms of office; and

WHEREAS, the President and Board of Trustees of the Village have determined that it is in the best interest of the Village that there shall be submitted to the electors of the Village a binding public question concerning whether the Village Clerk should be appointed rather than elected, as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage 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. The following binding referendum question hereinafter set forth shall be submitted to the electors of the Village of Villa Park, DuPage County, Illinois, at the General Election to be held on November 3, 2026, or at the next available election permitted by the Illinois Election Code:

“Shall the Village Clerk of the Village of Villa Park, DuPage County, Illinois, be appointed by the Village President with the advice and consent of the Board of Trustees rather than be elected effective May of 2029?”	YES
	NO

Section 3. The Village Clerk is hereby authorized and directed to file a certified copy of this Resolution and other related documents with the County Clerk of the County of DuPage and other appropriate election officials within the time authorized by law to certify the above binding referendum question for submission to the electors of the Village at the aforesaid election in accordance with applicable law.

Section 4. That this Resolution shall be posted in one or more public areas of the Village.

Section 5. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 6. All ordinances, resolutions, motions or orders or parts thereof in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 7. This Resolution shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

Approved this ____ day of _____, 2026.

Kevin Patrick, Village President

Attest:

Rolf Laukant, Village Clerk