



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve an Ordinance Amending Title 2 “Administration and Personnel,” Chapter 2.36 “Emergency Management Agency”

Presenter: Fire Chief Joseph Schelstreet

Please check appropriate box:

Government Operations

X

Government Services 06.23.14

Planning & Development

City Council

Estimated Cost:

Budgeted:

YES

NO

If NO, please explain how item will be funded:

Executive Summary:

Title 2, Chapter 2.36 is being updated to reflect the current structure and operations of the St. Charles Emergency Management Agency. This is a housekeeping item and reflects changes in terminology and reporting structure only.

Attachments: *(please list)*

Ordinance

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an Ordinance Amending Title 2 “Administration and Personnel,” Chapter 2.36 “Emergency Management Agency”.

For office use only:

Agenda Item Number: 6.a

City of St. Charles, Illinois

Ordinance No. _____

An Ordinance Amending Title 2 "Administration And Personnel," Chapter 2.36 "Emergency Management Agency"

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

1. That Section 2.36.030, "Definitions," Paragraph A, of Title 2 "Administration and Personnel," Chapter 2.36, "Emergency Management Agency," of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefor:

A. Coordinator means the staff assistant to the Fire Chief with the duty of carrying out the requirements of this Chapter.

2. That Section 2.36.040, "Emergency Services and Disaster Agency," Paragraphs A-E, of Title 2 "Administration and Personnel," Chapter 2.36, "Emergency Services and Disaster Agency," of the St. Charles Municipal Code, be and is hereby amended deleting the same and substituting the following therefor:

2.36.040 St. Charles Emergency Management Agency

- A. There is hereby created an emergency management agency and a coordinator of the emergency management agency, herein called the "coordinator", who shall be the head thereof.
- B. The coordinator, subject to the direction and control of the Fire Chief, shall be the executive head of the St. Charles Emergency Management Agency, and shall be responsible under the direction of the Fire Chief for carrying out the program for emergency services and disaster operations of this city. He shall coordinate the activities of all organizations for emergency services and disaster operations within this city and shall maintain liaison, and cooperate with, the civil defense and emergency management agencies and organizations of Kane County, other counties and municipalities, and of the federal and state government.
In the event of the absence, resignation, death, or inability to serve of the Coordinator or any person designated by the Fire Chief, shall be and act as Coordinator until a new appointment is made as provided in this Chapter.
- C. The St. Charles Emergency Management Agency shall take an integral part in the development and revision of the local emergency operations plan.
- D. In the development of the emergency operations plan, the St. Charles

Emergency Management Agency shall interrelate with business, labor, industry, agriculture, civic and volunteer organizations, and community leaders.

- E. The St. Charles Emergency Management Agency is authorized to:
 - a. Determine the requirements of the city of St. Charles for food, clothing, and other necessities in the event of an emergency;
 - b. Develop an Emergency Operations Plan that meets the standards promulgated by the Illinois Emergency Management Agency;
 - c. Bi-annually review and revise the local Emergency Operations Plan;
 - d. Establish a register of persons with types of training and skills in emergency prevention, preparedness, response, and recovery;
 - e. Establish a register of government and private response resources available for use in a disaster;
 - f. Prepare, for issuance by the Mayor, Chapters, proclamations, and regulations as necessary or appropriate in coping with disasters;
 - g. Cooperate with the federal, state, and county government and any public or private agency or entity in achieving any purpose of this Chapter and in implementing programs for disaster prevention, preparation, response, and recovery.
 - h. Initiate and coordinate planning for the establishment of an emergency operating center;
 - i. Do all other things necessary, incidental, or appropriate for the implementation of this Chapter.

- 3. That Section 2.36.050, "Emergency Services and Disaster Powers of the Mayor," Paragraphs A and D, of Title 2 "Administration and Personnel," Chapter 2.36, "Emergency Services and disaster Agency," of the St. Charles Municipal code, be and is hereby amended deleting the same and substituting the following therefor:
 - A. The Fire Chief shall have the general direction and control of the emergency management agency and shall be responsible for the carrying out of the provisions of this Chapter.
 - D. The Fire Chief is authorized to designate space in a municipal building or elsewhere for the emergency management agency as its office.

- 4. That Section 2.36.150, "Orders, Rules, and Regulations," Paragraph B, of Title 2 "Administration and Personnel," Chapter 2.36, "Emergency Services and Disaster Agency," of the St. Charles Municipal Code, be and is hereby amended deleting the same and substituting the following therefor:
 - B. The St. Charles Emergency Management Agency established pursuant to this Chapter, and the coordinator thereof, shall execute and enforce such orders, rules, and regulations as may be made by the governor under authority of the Illinois Emergency Management Agency Act. The St. Charles Emergency Management Agency shall have available for inspection at its office all orders, rules, and regulations made by the governor, or under this authority. The state Emergency Management Agency shall furnish such orders, rules, and regulations to the agency.

5. That Section 2.36.160, "Utilization of Existing Agency, Facilities, and Personnel," of Title 2 "Administration and Personnel," Chapter 2.36, "Emergency Services and Disaster Agency," of the St. Charles Municipal Code, be and is hereby amended deleting the same and substituting the following therefor:

Incarrying out the provisions of the Chapter, the Fire Chief and the coordinator of the emergency management agency are directed to utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the city to the maximum extent practicable, and the officers and personnel of all such departments, offices, and agencies are directed, upon request, to cooperate with and extend such services and facilities to the coordinator and the emergency management agency.

6. That after adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____ 2014.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2014.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____ 2014.

Raymond Rogina, Mayor

ATTEST:

City Clerk/Recording Secretary

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: _____

Voice Vote:

Ayes:

Nays:

Absent:

Abstain