


**CITY OF WARRENVILLE****MEMO**

TO: Chief Turano  
FROM: Deputy Chief Jacobson   
SUBJECT: PROPOSED ORDINANCE AMENDING TITLE 2, CHAPTER 4 OF  
THE WARRENVILLE CITY CODE, EMERGENCY MANAGEMENT  
AGENCY  
DATE: May 21, 2019

While continuing to work on developing and professionalizing the Emergency Management Agency (EMA) organization, City staff and City attorneys suggested additional revisions to City Code Title 2, Chapter 4, *Emergency Management Agency*.

Current suggested language revisions include:

- Assistant City Administrator White:  
Removal of Volunteer Member Requirements, *Section 13(J)*: The reason for removal of Section J in its entirety is to clarify that these positions within EMA are volunteer only and are not subject to probationary scrutiny, as with typical City employment positions.
- City Attorney's Office:  
Addition of language Volunteer Member Requirements, *Section 13(H)*: Adding the word "and" at the end of this section to best incorporate the deletion of Section J.  
  
Removal of language Volunteer Member Requirements, *Section 13(I)*: Removal of the word "and" at the end of this section to best incorporate the deletion of Section J.

Attached to this memo is a draft ordinance from the City attorney's office amending Title 2, Chapter 4, (EMA) City Code language to reflect the above-noted language revisions.

**AN ORDINANCE AMENDING SECTION 2-4-13 OF THE WARRENVILLE CITY CODE REGARDING EMERGENCY MANAGEMENT AGENCY VOLUNTEER MEMBERS**

WHEREAS, Chapter 4 of Title 2 of the Warrenville City Code establishes the Warrenville Emergency Management Agency (“EMA”) and sets forth rules and regulations regarding its operation (“EMA Regulations”); and

WHEREAS, the Section 2-4-13 the EMA Regulations sets forth the eligibility requirements for serving as an EMA volunteer member; and

WHEREAS, the Police Department desires to amend Section 2-4-13 of the EMA Regulations to remove the six-month probationary requirement for volunteer members (“Proposed Amendment”); and

WHEREAS, pursuant to the City’s power under applicable law and the home rule powers of the City, the Mayor and the City Council have determined that it is in the best interest of the City and the public to approve the Proposed Amendment and amend the EMA Regulations in the manner provided in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF WARRENVILLE, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Recitals. The recitals listed above are incorporated in this Ordinance as if fully set forth in this Ordinance.

SECTION 2: Amendment to Section 2-4-13. Section 2-4-13, titled “Volunteer Member Requirements,” of Chapter 4, titled “Emergency Management,” of Title 2, titled “Boards and Commissions,” of the City Code is hereby amended as follows:

**“2-4-13: VOLUNTEER MEMBER REQUIREMENTS:**

In order to be eligible to serve as a volunteer EMA member, a person must meet at least the following qualifications:

- A. Have no prior felony convictions and be of good moral character;
- B. Possess a valid Illinois driver’s license;
- C. Pass a criminal history background check;
- D. Pass an oral interview with the coordinator or his designee;
- E. Be at least 18 years old;
- F. Subscribe to the oath required by section 2-4-11 of this code;
- G. Live within a reasonable response time, as established by the coordinator, of the City of Warrenville city limits;

- H. Be a citizen or legal resident of the United States; **and**
- I. Be in an appropriate physical condition, as determined by the coordinator, to serve in any capacity as a volunteer member of EMA; ~~and~~
- J. ~~Complete a six-month probationary period, commencing on the date of acceptance to the EMA, for the purpose of assessing the volunteer member's ability to perform the responsibilities of a volunteer EMA member. At the end of the probationary period, volunteer members will be evaluated and may be separated from service if the volunteer member's performance is determined by the coordinator to be unsatisfactory."~~

**SECTION 3: Effective Date.** This Ordinance 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 \_\_\_\_\_, 2019.

AYES:  
 NAYS:  
 ABSENT:  
 ABSTAIN:

APPROVED THIS \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
 MAYOR

ATTEST:

\_\_\_\_\_  
 CITY CLERK

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