

## **MEMORANDUM**

**TO:** The Honorable Mayor and City Council  
**FROM:** Michael G. Dzugan, City Manager  
**DATE:** January 17, 2023  
**SUBJECT:** **Amendments Chapter 2, Article IV, Departments**

The Staff is recommending City Council consideration of amendments to Chapter 2, Article IV, Departments that would clarify the list of city departments. As we added the Legal Department in December, staff found certain departments were not codified.

The Ordinance is placed on the agenda for a first reading.

Attachment



**WHEATON MAYOR** PHILIP J. SUESS

**CITY MANAGER** MICHAEL DZUGAN

**CITY COUNCIL:** MICHAEL BARBIER | ERICA BRAY-PARKER | SCOTT BROWN | SUZANNE FITCH | LYNN ROBBINS | SCOTT WELLER

**ORDINANCE NO. O-2023-xx**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WHEATON CHAPTER 2 (ADMINISTRATION), ARTICLE IV (DEPARTMENTS)**

**WHEREAS**, the City of Wheaton ("City") is an Illinois Home Rule Municipality pursuant to provisions of Article VII, Section 6 of the Illinois Constitution, and as such the City may exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, the subject matter of this ordinance pertains to the government and affairs of the City and its residents; and

**WHEREAS**, based upon the addition of Division 8 (Legal) of Article IV (Departments) of Chapter 2 (Administration), the Mayor and City Council find that it is necessary to update Sec. 2-166 (Departments and service groups established) of Division I, (Generally) of Article IV, (Departments) of Chapter 2, (Administration) of the Wheaton City Code; and

**WHEREAS**, based upon further evaluation, the Mayor and City Council find that it is necessary for the addition of Division 9 (Human Resources) and Division 10 (Information Technology) of Article IV (Departments) of Chapter 2 (Administration).

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Wheaton, Illinois by its home rule authority, that the Wheaton City Code, Chapter 2 (Administration), Article IV (Departments) is hereby amended.

**SECTION 1.** That Chapter 2 (Administration) Article IV (Departments) be amended as follows:

**Sec. 2-166. Departments and service groups established.**

(a)The departments of the city shall be as follows:

- (1)Building and code enforcement;
- (2)Engineering;
- (3)Planning and economic development;
- (4)Finance;
- (5)Fire;
- (6)Human resources;
- (7)Police;
- (8)Public works;
- (9)Communications;
- (10)Legal;
- (11)Information technology

(b)The departments of the city shall be organized into three major units, identified as service groups. These service groups shall be as follows:

- (1) Operational group, to consist of the police department, fire department, public works department and communications department.
- (2) Development group, to consist of the building and code enforcement department, planning and economic development department, and engineering department.
- (3) Administrative group, to consist of the finance department, legal department, information technology, and human resources, ~~and central service and personnel activities.~~

**SECTION 2.** That Chapter 2 (Administration) Article IV (Departments) is hereby amended by adding new Divisions; Division 9 and Division 10 which shall read as follows:

**DIVISION 9. – HUMAN RESOURCES**

**Sec. 2-241. Composition.**

The human resources department shall consist of the director of the human resources and such other personnel as the city manager may determine.

**Sec. 2-242 – 2-244. - Reserved**

**DIVISION 10. – INFORMATION TECHNOLOGY**

**Sec. 2-245. Composition.**

The information technology department shall consist of the director of information technology and such other personnel as the city manager may determine.

**Sec. 2-246 – 2-255. - Reserved**

**SECTION 3.** In all other respects, the terms and provisions of the Wheaton City Code are ratified and remain in full force and effect.

**SECTION 4.** All ordinances or parts of ordinances in conflict with these provisions are hereby repealed.

**SECTION 5.** In the event that any section, clause, provision, or part of this ordinance shall be found and determined to be invalid by a court of competent jurisdiction, all valid parts that are severable from the invalid parts shall remain in full force and effect.

**SECTION 6.** This ordinance shall become effective from and after its passage, approval, and publication in pamphlet form in the manner prescribed by law.

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Mayor

ATTEST:

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City Clerk

Roll Call Vote:

Ayes:

Nays:

Absent:

Passed:

Published: