

## SECTION 4-914 RULES AND REGULATIONS

The Emergency Management Director shall prepare, under the direction of the City Manager, such policies as may be deemed necessary for the administration and operational requirements of the agency, including an Emergency Operations Plan and regular updates to meet evolving need, which policies must be approved by the City Council prior to becoming effective. The Emergency Operations Center Staff will provide regular status reports to the City Council.

SECTION 4-916 TERMINATION OF EMERGENCY When the City Manager or his successor as outlined above is satisfied that a disaster or civil emergency no longer exists, he shall terminate the emergency proclamation by another proclamation affecting the sections of the City covered by the original proclamation, or any part thereof. Said termination of emergency shall be filed in the office of the city clerk.

No state of emergency may continue for longer than five (5) days unless renewed by the City Council. The City Council may terminate the emergency proclamation by a vote of 5/7.

SECTION 4-918 EMERGENCY OPERATIONS PLAN The Emergency Management Director shall prepare an all hazard Emergency Operations Plan (EOP) for the city, which shall be submitted to the City Council for approval. The EOP shall incorporate the principals of the National Incident Management System (NIMS) and the Incident Command System (ICS).

It shall be the responsibility of all municipal departments and agencies to perform the functions assigned and to maintain their portions of the plan in a current state of readiness. The city plan shall be reviewed periodically by the City Manager in conjunction with all the city department heads and the Emergency Management Director.

Emergency Operations Plans must be approved by the City Council, who will also ensure that City staff have adequate resources to respond to the emergency. The City Council will also have the following duties:

- Providing expertise and guidance to the E.M. Director preparing the Emergency Operations Plan.

- Preparing and promoting ordinances when necessary.
- Providing City resources to the E.M. Director in establishing and operating an Emergency Operations Center.
  - Providing consistent information and guidance to the public and directing people to the City website and other resources as needed.

The Emergency Operations Center Staff will consist of:

- The Mayor
- The Council President
- The Chair of the Protection Committee
- The City Manager
- The Emergency Management Director
- The Police Chief
- The Fire Chief
- The Public Works Director / Highway Foreman