

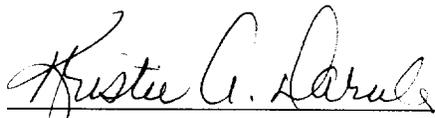
**City of St. Charles, Illinois**

**Ordinance No. 1997-M-88**

**An Ordinance Amending Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," of the St. Charles Municipal Code**

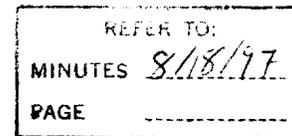
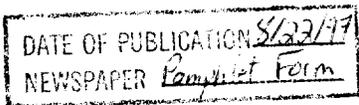
**Adopted by the  
City Council  
of the  
City of St. Charles  
August 18, 1997**

**Published in pamphlet form by  
authority of the City Council  
of the city of St. Charles,  
Kane and Du Page Counties,  
Illinois, August 22, 1997**



**City Clerk**

**(SEAL)**



ORDINANCE NO. 1997-M- 88

An Ordinance Amending Title 2, "Administration and Personnel,"  
Chapter 2.10, "Appointive Officers,"  
of the St. Charles Municipal Code

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

1. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers,"  
Section 2.10.130, "Director of Public Works - Responsibilities," of the St. Charles Municipal Code, be  
and is hereby amended by deleting the same and substituting the following therefor:

**2.10.130 Director of Public Works - Responsibilities.**

The director of public works has the responsibility for the planning, management and operation of  
all city public works facilities and related facilities including the water, wastewater treatment, sewers,  
electric transmission and distribution, streets, buildings and grounds, trees and vehicles, except fire  
department vehicles. The director of public works is also responsible for providing management direction  
to all city engineering projects.

2. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers,"  
Section 2.10.150, "Public Works Services Manager - Responsibilities," of the St. Charles Municipal  
Code, be and is hereby amended by deleting the same in its entirety.

3. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers,"  
Section 2.10.160, "Director of Electricity - Responsibilities," of the St. Charles Municipal Code, be and  
is hereby amended by deleting the same in its entirety.

4. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.170, "Director of Finance - Responsibilities," of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefor:

**2.10.170 Director of Finance - Responsibilities.**

The director of finance is responsible for all aspects of administration, financial planning, directing and supervising of the accounting, finance, audits, investments, liability/property/health/life insurance, utility and miscellaneous billing and collection, and purchasing and inventory control. The person in this position shall also serve as the budget officer.

5. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.180, "City Collector - Responsibilities," of the St. Charles Municipal Code, be and is hereby amended by deleting the same in its entirety.

6. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.185, "Director of Human Resources - Responsibilities," of the St. Charles Municipal Code, be and is hereby added as follows:

**2.10.185 Director of Human Resources - Responsibilities.**

The director of human resources shall be responsible for planning, directing, coordinating and supervising the activities of human resources programs and services which will attract and retain qualified employees and assure the most effective utilization of their time.

7. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.190, "Director of Emergency Services - Responsibilities," of the St. Charles Municipal Code, be and is hereby deleted in its entirety.

8. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.195, "Director of Information Systems - Responsibilities," of the St. Charles Municipal Code, be and is hereby added as follows:

**2.10.195 Director of Information Systems - Responsibilities.**

The director of information systems is responsible for planning, coordinating and supervising the activities of the information systems group, which includes recommending computer hardware and

software acquisitions, directing programming activities, developing computer systems specifications and managing records management activities.

9. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.200, "City Health Officer - Responsibilities," of the St. Charles Municipal Code, be and is hereby deleted in its entirety.

10. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.210, "Administrative Services Director - Responsibilities," of the St. Charles Municipal Code, be and is hereby deleted in its entirety.

11. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.220, "Director of City Planning - Responsibilities," of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefor:

**2.10.220 Director of Community Development - Responsibilities.**

The director of city planning shall conduct research relative to the growth and development of the city, prepare reports on particular planning, building, and zoning matters; administer land use controls and review all development plans and zoning petitions to assure that growth and development occur in accordance with city policies and long-range plans and sound planning principles, measure the financial and environmental impact of current developments and future growth on city services and assist the park and school districts in this regard. The director of city planning is also responsible for building and zoning inspection, and the issuance of building permits.

12. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.225, "Director of Community Development - Responsibilities," of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefor:

**2.10.225 Director of Economic Development - Responsibilities**

The director of economic development shall be responsible for the promotion of business retention and business growth and expansion.

13. That Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," Section 2.10.230, "Building Commissioner - Responsibilities," of the St. Charles Municipal Code, be and is hereby deleted in its entirety.

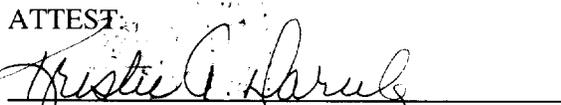
14. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation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

**PRESENTED** to the City Council of the city of St. Charles, Illinois, this 18th day of August, 1997.

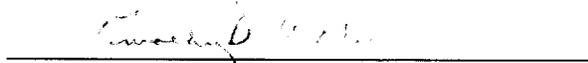
**PASSED** by the City Council of the city of St. Charles, Illinois, this 18th day of August, 1997.

**APPROVED** by the Mayor of the city of St. Charles, Illinois, this 18th day of August, 1997.

  
\_\_\_\_\_  
Mayor

ATTEST:  
  
\_\_\_\_\_  
City Clerk

COUNCIL VOTE:  
Ayes: 12  
Nays: 0  
Absent: 0

**APPROVED AS TO FORM:**  
  
\_\_\_\_\_  
City Attorney  
DATE: 8/18/97

State of Illinois )  
 ) ss.  
Counties of Kane and DuPage )

## Certificate

I, KRISTIE A. DARULA, certify that I am the duly elected and acting municipal clerk of the city of St. Charles, Kane and DuPage Counties, Illinois.

I further certify that on August 18, 1997, the Corporate Authorities of such municipality passed and approved Ordinance No. 1997-M-88, entitled

"An Ordinance Amending Title 2, "Administration and Personnel," Chapter 2.10, "Appointive Officers," of the St. Charles Municipal Code",

which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 1997-M-88, including the Ordinance and a cover sheet thereof was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on August 22, 1997, and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the municipal clerk.

**DATED** at St. Charles, Illinois, this 25<sup>th</sup> day of August, 1997.

  
\_\_\_\_\_  
Municipal Clerk

(SEAL)