



CITY OF AURORA, ILLINOIS

ORDINANCE NO. 023-002
DATE OF PASSAGE January 10, 2023

An Ordinance Amending Chapter 2 of the Code of Ordinances Pertaining to the City's Officers and Departments.

WHEREAS, the City of Aurora has a population of more than 25,000 persons and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the Illinois Constitution of 1970; and

WHEREAS, subject to said Section, a home rule unit may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals, and welfare; and

WHEREAS, Section 2-17 of the Code of Ordinances provides that the City Council shall have the power to the administrative departments of the city and define the scope and duties of each department and division thereof and to define and prescribe by ordinance the professional and technical qualifications, the powers and the duties of appointive officers and employees; and

WHEREAS, the Mayor has recommended that various offices, departments, and divisions of the city should be reorganized; and

WHEREAS, the Mayor has reduced such recommendations to a discrete legislative proposal set forth in Exhibit A to this Ordinance; and

WHEREAS, the City Council has determined that the reorganization of the offices, departments, and divisions of the city proposed by the Mayor is in the best interests of the City and its residents;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Aurora, Illinois, as follows: that Chapter 2 of the Code of Ordinances shall be and hereby is amended as set forth in Exhibit A; and further

BE IT ORDAINED, that the Corporation Counsel and City Clerk shall be and hereby are authorized and directed to correct any scrivener's or other non-substantive errors in Exhibit A upon codification.

ORDINANCE NO. 023-002

LEGISTAR NO. 22-1049

PASSED AND APPROVED ON January 10, 2023

AYES 12 NAYS 0 NOT VOTING 0 ABSENT 0

ALDERMAN	Vote
Alderman Llamas, Ward 1	yes
Alderwoman Garza, Ward 2	yes
Alderman Mesiacos, Ward 3	yes
Alderman Donnell, Ward 4	yes
Alderman Franco, Ward 5	yes
Alderman Saville, Ward 6	yes
Alderwoman Hart-Burns, Ward 7	yes
Alderwoman Smith, Ward 8	yes
Alderman Bugg, Ward 9	yes
Alderwoman Baid, Ward 10	yes
Alderman Woerman, At Large	yes
Alderman Jenkins, At Large	yes

ATTEST:


City Clerk


Mayor

1 **Sec 2-123 Standing Committees**

2 (a) The city council is organized into the standing
3 committees set forth in this section. Each standing committee shall
4 consist of five (5) aldermen and, except in cases of a long-term
5 absence or disability of any member of the council and to the extent
6 practicable, each alderman shall serve on two (2) standing
7 committees.

8 (b) The mayor shall appoint the members of the standing
9 committees with the advice and consent of the city council. The
10 mayor shall submit a complete set of committee appointments at the
11 first meeting following the qualification of aldermen after each
12 consolidated general election and at such other times as the mayor
13 deems necessary, and the council shall vote for approval or
14 disapproval of the committee appointments. If the council
15 disapproves of the mayor's appointments, those voting to disapprove
16 shall state their reasons, and the mayor shall submit a reconsidered
17 set of appointments at the next regular council meeting. Until the
18 council gives its advice and consent to the mayor's appointments
19 following the qualification of aldermen, members previously
20 appointed to the standing committees under this section (b), or
21 their successors, shall serve as members of the standing committees.

22 (c) The mayor shall, when making appointments to the
23 standing committees, and from time-to-time thereafter, with the
24 advice and consent of the city council, designate a member of each

1 standing committee to serve as its chairperson and a member to serve
2 as its vice chairperson. The vice chairperson shall perform the
3 duties of chairperson in the chairperson's absence.

4 (d) The standing committees shall deliberate only on matters
5 falling within their jurisdiction as referred to them by the mayor,
6 the city council, or any three (3) of the council's members. In the
7 event of apparent conflict between the jurisdictions of two (2) or
8 more committees, the committee most specifically vested with
9 authority over a particular matter shall have precedence. The mayor
10 shall resolve all conflicts involving committee jurisdiction.

11 (e) A standing committee shall give its recommendation to
12 the committee of the whole as to proposed purchases requiring city
13 council approval that originate from departments and divisions
14 within its jurisdiction, provided that the source selection was
15 determined by competitive sealed bids, or in the case of
16 professional services, previously included in an approved decision
17 package or specifically included in the budget for the current
18 fiscal year. The city council may authorize additional powers and
19 duties for the respective standing committees with respect to
20 purchasing. In the absence of such authorization, the finance
21 committee shall review and approve all other proposed purchases
22 requiring city council approval prior to consideration by the
23 committee of the whole, consistent with the provisions of this
24 division.

1 (f) The standing committees of the city council are as
2 follows:

3 (1) The rules, administration, and procedures committee.

4 a. The rules, administration, and procedures committee
5 shall have jurisdiction over all matters requiring
6 city council approval pertaining to revisions to
7 this code ~~Code~~, the procedural rules of the city
8 council, mayoral appointments to boards and
9 commissions, administrative hearings, boards and
10 commissions, federal and state legislative affairs,
11 intergovernmental matters outside the jurisdiction
12 of other committees, governmental ethics, and the
13 allocation of ward project funds. When considering
14 revisions to the city code, the Rules,
15 Administration, and Procedures Committee shall
16 solicit the advice of standing committee or
17 committees having responsibility over the code
18 provisions undergoing revision.

19 b. The rules, administration, and procedures committee
20 shall have jurisdiction over all matters requiring
21 city council approval initiated by the mayor's
22 office, the office of the aldermen, the law
23 department, and the mayor's office of community
24 affairs ~~the city clerk~~.

1 c. The rules, administration, and procedures committee
2 shall appoint a chief of staff for the office of
3 the aldermen and other administrative personnel
4 therein and may from time-to-time adopt rules and
5 policies governing the operations of said office.

6 d. The rules, administration, and procedures committee
7 shall have jurisdiction over matters conferred upon
8 it by section 2-60(b) of this Code.

9 e. In carrying out its duties under subparagraphs
10 (f)(1)c and d, the rules, administration, and
11 procedures committee shall have final action
12 authority on behalf of the city council.

13 (2) The building, zoning, and economic development
14 committee.

15 a. The building, zoning, and economic development
16 committee shall have jurisdiction over all matters
17 requiring city council approval involving the
18 ~~airport~~, annexation, boundary agreements, business
19 development, building code development and
20 enforcement, economic development, historic
21 preservation, permitting, planning, and zoning.

22 b. The building, zoning, and economic development
23 committee shall have all power and authority the
24 city council previously conferred upon or vested in

1 the former planning and development committee. All
2 references to the planning and development
3 committee in all ordinances and resolutions shall
4 be construed and understood to be references to the
5 building, zoning, and economic development
6 committee.

7 c. The building, zoning, and economic development
8 committee shall have jurisdiction over all matters
9 requiring city council approval initiated by the
10 development services department, excluding ~~animal~~
11 ~~control and~~ its division of property standards.

12 (3) The finance committee.

13 a. The finance committee shall have jurisdiction over
14 all matters requiring city council approval
15 pertaining to collective bargaining, personnel and
16 civil service matters, not otherwise under the
17 jurisdiction of the civil service commission,
18 taxation, city indebtedness, fees and service
19 charges, risk management, purchasing policies,
20 management of city funds, the city's operating,
21 pension, insurance, motor fuel tax and capital
22 budget, tax levies, development agreements, tax
23 increment and business improvement districts, other
24 incentive agreements, real property acquisition,

1 and special service areas except those required by
2 the Kane County Stormwater Ordinance.
3 Notwithstanding any provision of this section, the
4 finance committee shall have exclusive jurisdiction
5 over all departmental budgets and matters that
6 required budget amendments or transfers.

7 b. The finance committee shall have jurisdiction over
8 all matters requiring city council approval
9 initiated by the finance department or the human
10 resources department.

11 (4) The public health, safety, and transportation
12 committee.

13 a. The public health, safety, and transportation
14 committee shall have jurisdiction over all matters
15 requiring city council approval involving public
16 safety, including police, fire and emergency
17 management, the number and classifications of
18 liquor or tobacco licenses, housing, rental
19 licensing, public transportation, including
20 commuter rail and busing, neighborhood
21 redevelopment, youth and senior services, customer
22 service, waste management contracts, animal control,
23 property standards, neighborhood redevelopment,
24 and human and community services.

1 b. The public health, safety, and transportation
2 committee shall have jurisdiction over all matters
3 requiring city council approval initiated by the
4 community services department ~~innovation and core~~
5 ~~services department, excluding the information~~
6 ~~technology division~~, the police department, the
7 fire department, and the divisions of property
8 standards and animal care & control ~~Divisions of~~
9 ~~Animal Control and Property Standards.~~

10 (5) The infrastructure and technology committee.

11 a. The infrastructure and technology committee shall
12 have jurisdiction over all matters requiring city
13 council approval pertaining to the city's
14 technological infrastructure, its fiber optic
15 network, communication and data transfer, public
16 parks and open spaces, public roadways, traffic,
17 and parking, public works, including street,
18 sanitation, public utilities and public buildings
19 and grounds, rights-of-way, the environment,
20 flooding, water treatment and distribution and
21 storm and sanitary sewers, and special service
22 areas related thereto.

23 b. The infrastructure and technology committee shall
24 have jurisdiction over all matters requiring city

1 council approval initiated by the public works
2 department, the public facilities department,
3 excluding the division of animal care & control and
4 the department ~~division~~ of information technology.

5 c. The infrastructure and technology committee shall
6 have all power and authority the city council
7 previously conferred upon or vested in the former
8 buildings, grounds, and infrastructure committee.
9 All references to the buildings, grounds, and
10 infrastructure committee in all city ordinances and
11 resolutions shall be construed and understood to be
12 references to the infrastructure and technology
13 committee.

14 (Code 1969, § 2-79; Ord. No. 091-27, § 1, 4-16-91; Ord. No. 003-
15 43, § 1, 4-22-03; Ord. No. 019-029, Exh. A, 5-14-19)

16 Sec 2-276 Departments in General Established

17 The city council shall by ordinance prescribe the various
18 departments of the city and the divisions and subdivisions thereof.

19 The functions and duties of each department or division shall be
20 as defined by state law, ordinance or resolution, and the
21 administrative direction of the mayor.

22 ~~The following departments are established:~~

23 ~~(a) — Development services department.~~

24 ~~(b) — Information technology department.~~

- 1 ~~(c) — Finance department.~~
2 ~~(d) — Fire department.~~
3 ~~(e) — Community services department.~~
4 ~~(f) — Law department.~~
5 ~~(g) — Human resources department.~~
6 ~~(h) — Police department.~~
7 ~~(i) — Public works department.~~
8 ~~(j) — Mayor's office of community affairs.~~

9 (Ord. No. 091-101, § 1, 12-23-91; Ord. No. 099-30, § 1, 4-13-99;
10 Ord. No. 000-31, § 1, 3-28-00; Ord. No. 017-063, § 1, 9-12-17)

11 Sec 2-277 Department Heads

12 (a) In general. Each department shall be subject to the
13 direction and control of the department head of the department.
14 Each department head shall report to the mayor.

15 (b) Appointment. Each department head shall be appointed by
16 the mayor and confirmed by the city council. The job description of
17 each department head shall be as established by the mayor and
18 provided to the city council at committee of the whole, along with
19 a summary of qualifications, at the time of appointment and proposed
20 confirmation of both the proposed job description and appointment
21 separately by city council. ~~Each department head shall report to~~
22 ~~the mayor.~~

23 (c) Residency requirement. Each department head shall either
24 be a resident of the city at the time of appointment and

1 confirmation by the city council, or within twelve (12) months of
2 the date of appointment and confirmation by city council which time
3 period may be extended upon the approval of the mayor and the city
4 council. The requirements of this paragraph shall not constitute a
5 qualification for office, but shall be a condition of employment,
6 for which the willful failure to comply shall constitute sufficient
7 cause for discipline, up to and including, termination. The
8 residency requirement set forth in this paragraph ~~for department~~
9 ~~heads established by section 2 of this article~~ shall not apply to
10 department heads who were appointed prior to September 12, 2017
11 (the effective date of 017-063).

12 Sec 2-280 Development Services Department

13 The chief development services officer is the department head of
14 the development services department, who shall be assisted by a
15 director of development services.

16 ~~(a)~~ The development services department is divided into the
17 following divisions:

18 (1) Reserved. ~~Airport division. The head of this~~
19 ~~division is the airport director.~~

20 (2) Division of buildings and permits. The head of this
21 division is the building and permits director.

22 (3) Mayor's office of economic development. ~~Division of~~
23 ~~economic development.~~ The head of this division is the

1 economic development director, who shall be assisted by
2 an assistant director.

3 (4) Division of zoning and planning. This division is
4 divided into the following subdivisions:

5 i. Planning and preservation.

6 ii. Zoning.

7 (5) Division of property standards. The head of this
8 division is the property standards director.

9 (6) Reserved. ~~Division of animal control. The head of~~
10 ~~this division is the animal control director.~~

11 ~~(b) The functions of the development services department~~
12 ~~shall be as established by state law, city ordinance or resolution~~
13 ~~and at the administrative direction of the mayor.~~

14 (Ord. No. 091-101, § 1, 12-23-91; Ord. No. 099-30, § 1, 4-13-99;
15 Ord. No. 000-31, § 1, 3-28-00; Ord. No. 017-063, § 5, 9-12-17)

16 Sec 2-288 Public Works Department

17 (a) The public works director is the department head of the
18 public works department, who shall be assisted by an assistant
19 public works director. The city engineer and the assistant city
20 engineer shall be the public works director and assistant public
21 works director, respectively.

22 (b) The public works department is divided into the
23 following divisions:

(1) Division of electrical maintenance. The head of this division is the electrical maintenance director.

(2) Division of engineering. The head of this division is the city engineer, unless the mayor, with the advice and consent of the city council appoints a professional engineer licensed by this state to serve in the city engineer's stead. The division head shall be assisted by an assistant division head who shall also be a professional engineer licensed by this state.

~~(3) Reserved. Division of fleet and facilities maintenance. The head of this division is the fleet and facilities maintenance director, who shall be assisted by an assistant director of fleet and facilities maintenance. The division of fleet and facilities maintenance shall be divided into the following subdivisions:~~

~~i. Fleet and parking maintenance.~~

~~ii. Central services.~~

~~iii. ATC Route 25.~~

~~iv. Parks Maintenance.~~

~~v. Route 59.~~

~~vi. Zoo.~~

~~vii. MVPS.~~

~~viii. Downtown Services.~~

1 ~~ix. Phillips Park Golf Course.~~

2 (4) Division of water production. The head of this
3 division is the water superintendent, who shall be
4 assisted by an assistant superintendent of water.

5 (5) Division of water and sewer maintenance. The head
6 of this division is the water and sewer maintenance
7 superintendent, who shall be assisted by an assistant
8 water and sewer maintenance superintendent. The division
9 of water and sewer maintenance shall include the
10 subdivision of water meter maintenance.

11 (6) Division of street maintenance. The head of this
12 division is the street maintenance superintendent, who
13 shall be assisted by an assistant superintendent of
14 street maintenance.

15 (Code 1969, §§ 2-32(a), 2-33; Ord. No. 87-5634, § 1, 3-17-87; Ord.
16 No. 091-13, § 4, 3-5-91; Ord. No. 091-101, § 1, 12-23-91; Ord. No.
17 099-30, § 1, 4-13-99; Ord. No. 017-063, § 11, 9-12-17)

18 Sec 2-290 Public Facilities Department.

19 (a) The director of public facilities is the department head
20 of the public facilities department. Subject to authorization in an
21 annual budget and a duly approved pay plan, the director may be
22 assisted by an assistant director of public facilities.

23 (b) The public facilities department shall consist of the
24 following divisions:

- 1 Facilities Maintenance
- 2 Subdivision of Central Services
- 3 Subdivision of Aurora Airport
- 4 Subdivision of Motor Vehicle Parking Systems
- 5 Subdivision of the Route 25 Transit Center
- 6 Subdivision of the Route 59 Transit Center
- 7 Animal Care & Control
- 8 Fleet Maintenance
- 9 Parks & Recreation
- 10 Subdivision of Phillips Park Golf Course Maintenance
- 11 Subdivision of Phillip's Park Golf Operations
- 12 Subdivision of Phillips Park Zoo
- 13