

# AGENDA ITEM SUMMARY

City Council



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## STAFF

Jim Byrne, Director of Emergency Management  
Dennis Day, Lead Specialist  
Ingrid Decker, Legal

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## SUBJECT

**First Reading of Ordinance No. 084, 2023, Amending Article IX of Chapter 2 of the Code of the City of Fort Collins Regarding Emergency Management.**

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## EXECUTIVE SUMMARY

The purpose of this item is to amend the City Code to reflect updates on how emergency management programming is done and where the responsibility for that programming sits. This includes some updated language changes, as well as authorities and roles for staff and elected officials during a critical event.

At Second Reading of the Ordinance, Council will be asked to consider a Resolution to adopt an updated Emergency Operation Plan (EOP) that supports and is consistent with the requested changes in the City Code.

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## STAFF RECOMMENDATION

Staff recommend adoption of the Ordinance on First Reading.

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## BACKGROUND / DISCUSSION

Discussions about developing a dedicated office of emergency management within the City began after the 2013 flood. Though City staff performed at high levels, and the City fared well in comparison to regional neighbors, a thorough after-action report noted a lack of pre-planning and coordinated efforts in some critical areas. In 2019 a decision was made to transfer emergency management responsibilities from PFA to a dedicated office within the City, reporting to the city manager. The Office of Emergency Preparedness and Security (EPS) was established in January of 2020, just prior to the COVID-19 pandemic.

The recommended City Code update to Article IX of Chapter 2, and EOP adoption, are a formal acknowledgment of those changes and commitment to current organizational practices. These proposed Code updates and changes are consistent with industry best practices, and align with Federal Emergency Management Agency (FEMA) standards:

- Transfers responsibility for emergency management in the City of Fort Collins from Poudre Fire Authority, to a dedicated City department, Emergency Preparedness and Security (EPS).
- Names the Director of EPS as the “Emergency Manager” for the City of Fort Collins.

- Changes language in the old code that referred to a “Disaster Council” headed by the Mayor during times of emergencies, replacing it with industry standard “Policy Group,” led by the City Manager.
- Members of the “Policy Group” are outlined in the City EOP and must at least include the Mayor, and Emergency Manager, and City Attorney, or their designees.
- Allows the City Manager to adopt updates to the EOP as needed without submitting every change to City Council, but City Council must approve the complete EOP at least once every five years.

#### **CITY FINANCIAL IMPACTS**

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Not applicable.

#### **BOARD / COMMISSION / COMMITTEE RECOMMENDATION**

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Not applicable.

#### **PUBLIC OUTREACH**

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Not applicable.

#### **ATTACHMENTS**

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1. Ordinance for Consideration