

FROM THE OFFICE OF THE MAYOR

**ADMINISTRATIVE PROCEDURE
MEMORANDUM NO. 4-1**

SUBJECT: POLICY ON RELOCATION OF FIRE DEPARTMENT COMPANIES

The City Attorney has issued an opinion that the ultimate authority to make executive decisions as to the location of fire apparatus rests with the Mayor and that the Chief of the Fire Department is in command of the Fire Department under the direction of the Mayor.

When the Fire Chief believes fire protection for the City can be improved or should be modified by the relocation of a company and its equipment, he shall communicate this fact in writing to the Mayor.

After consultation with the Chief, the Mayor shall determine the method of informing the Common Council and the citizens of the City regarding such relocation.

At the discretion of the Mayor, such notification may take the form of written reports, informational meetings and other methods of disseminating information about the relocation.



Paul R. Soglin
Mayor

APM No. 4-1
October 23, 1973