

**CITY OF VERONA ADMINISTRATIVE POLICY
WARMING AND COOLING CENTER
ADMINISTRATIVE POLICY NO. 61**

Title: Warming and Cooling Center Policy	
Policy Source: Public Safety Committee	Creation Date: 12/16/2019
Application: City Facilities	Revision Date: N/A

1. Purpose

The City believes that providing a public warming and cooling center during extreme temperature conditions will help protect citizens that would otherwise be exposed to those extreme conditions. The City’s goal is to provide a safe and comfortable space within which citizens may maintain a safe body core temperature in the event the National Weather Service issues a wind chill warning, a heat advisory, or excessive heat warning.

The intent of this document is to provide guidance for the activation of the City warming and cooling center. A warming and cooling center is a temporary facility that is made available during extreme temperature conditions when normal coping mechanisms in the home are ineffective or unavailable.

2. Policy

The following locations are designated as the City warming and cooling centers:

- Verona Public Library – 500 Silent Street
- Verona Senior Center – 108 Paoli Street

In the event of forecasted extreme weather, the City Administrator, in conjunction with the Emergency Preparedness Director, will determine whether to publicly announce the designation of the warming or cooling center.

In general, the designated City buildings will continue to operate within normal hours and policies during a warming or cooling center designation. Modifications to the hours of operation may occur in cases of extreme cold, power outages, and/or staffing shortages, subject to approval by the Emergency Preparedness Director, in conjunction with the City Administrator. Any changes to the hours of operation will be publicly announced by the City through media and social media outlets.

Based on space and public demands, selected City buildings may designate a room or location in the building as the warming or cooling area. Designation of a specific warming or cooling area location within the building, and hours of operation during a warming and cooling center designation, shall be subject to approval by the City Administrator.

The warming and cooling center is not an overnight shelter, homeless shelter or pet shelter. A designation as a warming or cooling center is intended to continue for a limited number of days, and limited services will be provided during that designation. The center is not a daycare for children, elderly, or others who cannot care for themselves. It is assumed that individuals who use the center will return to their homes when the center is closed.

During emergency situations, other City facilities or buildings may be designated as warming or cooling centers, subject to approval by the City Administrator.