

MINUTES OF THE RULES COMMITTEE  
Monday, March 3, 2014  
6:00 p.m.  
Lorraine H. Morton Civic Center  
Room 2404

Present: Mayor Elizabeth Tisdahl, Ald. Peter Braithwaite, Coleen Burrus, Judy Fiske, Jane Grover, Delores Holmes, Ann Rainey, Mark Tendam, and Donald Wilson

Absent: Ald. Melissa Wynne

Presiding: Ald. Ann Rainey

Staff Present: Wally Bobkiewicz, City Manager; Erika Storlie, Deputy City Manager/Citizen Engagement; and Ylda Capriccioso, Assistant to the City Manager/Intergovernmental Relations Coordinator

Guest: Sue Calder, League of Women Voters and Bill Smith, Evanston Now, Bob Seidenberg, Pioneer Press

**CALL TO ORDER/DECLARATION OF QUORUM:**

Ald. Rainey declared a quorum and called the meeting to order at 6:09 p.m.

**CITIZEN COMMENT:**

None

**APPROVAL OF MINUTES OF THE REGULAR MEETING OF NOVEMBER 4, 2013:**

Ald. Wilson moved for approval of the November 4, 2013 minutes. Ald. Braithwaite seconded. Minutes were approved.

**DISCUSSION ON FY 2014 CITY COUNCIL GOALS IMPLEMENTATION:**

City Manager Bobkiewicz said Council adopted six goals moving forward. Two deal with streets and facilities, one deals with economic development, one with fiscal policies and one deals with at-risk families. As far as city streets and facilities, staff plans to come to Council on March 17 with an update as to where they are with implementation of CIP. Also continue discussions that took place last fall with Jean Bonander on capital planning. There is a framework with the 2014 capital plan which is moving forward but staff will be asking what Council's desires are for additional meetings for planning discussions. His sense is that Council is pretty much up to speed on water and sewer infrastructure. Since the majority of Council sits on the Economic Development Committee, his sense is that most of those discussions are covering where they are as far as moving forward on economic development issues. He asked if Council would want to have a full meeting on an economic development night to update those that do not sit on that committee. Ald. Rainey suggested having a more detailed presentation at the next Economic Development meeting and invite everyone to come. City Manager Bobkiewicz noted the next meeting is March 26 at Rotary International Headquarters. He will have Johanna Nyden and her team there to give an update.

City Manager Bobkiewicz said also planned for the 17<sup>th</sup> is to have Marty Lyons do a year end budget report. If Council would like to have a more in depth discussion about where they are with the policies he would like to schedule that sometime later in March.

Ald. Rainey noted March 17 is St. Patrick's Day and the night before Election Day. Ald. Holmes

suggested using March 31 for a meeting rather than March 17.

City Manager Bobkiewicz said that could work. Another piece of the budget is snow cost and that discussion could begin on March 31. So the agenda would be a presentation regarding the capital plan, talking about streets and facilities. Have a year-end budget report and then a discussion regarding City Council financial policies. Staff would do a summary of the discussion that has already taken place, put that in writing and let Council decide how they would like to proceed. Ald. Rainey asked if in Mr. Lyons presentation he could highlight some of the well known taxes and fees and how they performed in 2013.

City Manager Bobkiewicz said he will have Mr. Lyons include that in his presentation. The last goal deals with at-risk families and individuals. He said they had talked a little bit about some changes staff is contemplating in the health department. A lot of those changes are predicated on what occurs on March 18 with the Township dissolution. Perhaps at a future meeting either at Rules or Human Services and sometime past March 31 would be an appropriate time to talk about that. If the Township is dissolved staff would like to talk about some other organizational changes that might make sense. If the Township is not dissolved they could have a discussion based on that decision as well. Ald. Rainey noted that that discussion should take place at a Rules Committee meeting not Human Services. City Manager Bobkiewicz said he would calendar the April Rules Committee meeting to discuss at-risk families and where they stand with the Township.

**DISCUSSION ON BOARDS AND COMMISSIONS ANNUAL GOAL SETTING, TRAINING AND OTHER ISSUES:**

City Manager Bobkiewicz reported that in late 2009 early 2010 the Rules Committee spent several meetings reviewing a report done by the League of Women Voters regarding boards and commissions. Some changes were made, not very many, to the 40 odd boards and commissions. It was Council's desire at that time to have the individual boards and commissions do a work plan. Over the last nearly 3 years they have come and made their presentations. A tremendous amount of time was spent by staff and volunteers to make all that happen. In talking to Ald. Rainey in preparation for tonight's meeting they both agreed that perhaps that process wasn't as fruitful as they had hoped. Is there a desire to have those same kinds of presentations or in alternate ways?

Ald. Rainey suggested doing a survey of the different boards and commissions. Ald. Holmes asked if other than the Housing & Homelessness Commission, and maybe a few others, has there ever been any kind of consolidation or review of all the boards and commissions to see if there is overlap or something where there can be some collapsing. Mayor Tisdahl noted they tried to merge the Arts Council and Public Art Committee but it was not productive.

Ald. Rainey commented that training is an issue. She would advise they each take time to either attend or watch on television some of the boards and commissions meetings. She watched one the other night and was appalled by the behavior that went on.

Ald. Tendam shared that a few committees have indicated that they would like to come forward with some of their ideas. One would be the Housing & Homelessness Commission who would like to come and update the Council on ideas they've discussed. The second is the Board of Ethics, they had some issues and wanted to come forward after a certain hearing last year. Another is the Preservation Commission, who recently asked about possibly coming to a ward meeting. They could also come and get a better understanding of the frustrations they are having with Council possibly not agreeing with some of the measures they have put forward. The Preservation Commission has talked to him personally about issues brought up that he has not agreed with. But when you look at the bigger

picture it becomes much more involved.

Ald. Burrus agreed that the boards and commissions only see what they are doing and not the bigger picture. That sometimes is the frustration with the recommending body because Council's job is to see how everything is integrated. One of the aspects is how they can get them to see the bigger picture and think more broadly. The Plan Commission has someone on the Economic Development Committee and also has a member on the Housing and Community Development Act Committee. Also part of training is giving them more of why Council makes the decisions they do or why they agree or don't agree. The members may or may not watch on television or are involved in the budget hearings or may or may not understand the budget but it would be extremely helpful for them.

Mayor Tisdahl said the suggestion of doing a survey is a great ideal. That will provide them with some feedback and as part of the survey include that if they'd like to come to the Rules Committee they would be welcomed. Ald. Grover asked that they also include the question of do they feel well supported by staff, do they have the resources they need to do their work, what are their great frustrations, and so on.

Ald. Wilson said maybe include something along the lines of asking if there are aspects of their standards that they feel they can't really routinely meet. For example, Zoning Board of Appeals has a list of standards for things they might perceive that they follow these guidelines but when it comes to Council it is looked at a little differently. Just get a sense of whether they feel the standards need to be adjusted. Mayor Tisdahl suggested they also see if any are interested in consolidating with any other boards and commissions.

City Manager Bobkiewicz said for clarification the request is for one survey to each board and commission with a series of questions, tabulate the responses and bring back to Rules in May or June. As far as training staff has done some periodically where they kind of do a general overview but not anytime recently. It is left to the individual staff to the boards and commissions to kind of give a more specific training. Is that something that should be offered again or have it as part of the survey? Ald. Rainey said there is a way to behave when you have somebody before you asking for something or to make a change. People ought to be treated with respect and not treated rudely or like children. The behavior is an issue for her in terms of training for some of the boards and commissions. Ald. Holmes suggested asking them what could be helpful for them. What could be done to make their experience more useful/helpful or what type of training they feel might help.

City Manager Bobkiewicz asked if the desire is to survey first and then do training. The committee agreed to have the survey first and then the training.

Ald. Burrus added it would also be helpful if it is reported to the boards and commissions how much staff time is used and how much it cost to run meetings annually. Not only for the staff person to be there at night, but how much time is used putting packets together, and so on. Ald. Holmes said and the accountability, commitment and dedication to accepting to be on a board and commission. When they don't show up for a meeting there is no quorum and the meeting has to be cancelled at the last minute and all those kinds of things, all that money is counted as well. People don't think about it in terms of dollars and cents as they do especially when it is budget time.

Ald. Rainey noted that they are eternally grateful for the time these volunteers give.

**DISCUSSION ON USE OF ROOM 2404 FOR CITY COUNCIL COMMITTEE MEETINGS:**

City Manager Bobkiewicz said last summer there was an interest to return to Room 2404 for committee

meetings. If the configuration used tonight works for Administration & Public Works and Planning & Development they could remove the table at the end giving more room for chairs. At the left of the room near the windows add two tables for the press and have a place for the recording secretary. Chairs have been placed on the perimeter to provide more seating. The podium is available for presentations and the two televisions can be used for power point presentations and also show the live feed of what is going out to the community.

After much discussion it was determined that A&PW and P&D should continue to use Council Chambers and Rules and Human Services. Use room 2404 for team building, Council goals, CDBG, Economic Development, Plan Commission, Zoning Board of Appeals and other meetings as it makes sense.

### **DISCUSSION ON NEXT STEPS FOR CITY COUNCIL GOAL SETTING AND TEAM BUILDING WORKSHOPS:**

City Manager Bobkiewicz reported that a series of goal setting workshops were held at the end of last year. The question is at what point does it make sense to bring Ms. Jean Bonander back to have further discussion. Ald. Rainey asked what would be the idea timing. City Manager Bobkiewicz replied there are different components from a goal setting stand point. Council has set goals for the year, perhaps in the fall, as part of the budget discussions, might make sense to revisit that. There is also the question of team building and would Council like to have other kinds of facilitated discussions as part of a public meeting to talk about issues. Would Council be interested in having a broader discussion with Ms. Bonander about issues or just wait for goal setting and kind of revisit at that point?

Ald. Rainey asked the City Manager if he ever comes across Councils that do retreats. City Manager Bobkiewicz replied to the extent that state laws allow. In California there used to be an exception to the open meetings law that allowed groups to do that. Groups abused it and the state legislature in California took that ability away. In Illinois you could continue to meet with the jurisdiction. If you wanted to go someplace to have a different setting you could do that. But to have it as anything but an open setting is very limited. The evaluation of the City Manager, which is done in closed session, is probably the only time this Council and other Council's in Illinois have an opportunity to talk in specific terms in giving direction to City Managers under personnel, is an exemption of the open meeting laws in Illinois. Anything short of that, whatever Council does, would have to be in open meetings.

Ald. Grover shared that school district 202 did a retreat she believes was off site. They have the same obligation under the open meetings and they could find out how they worked with the open meetings act and what their agenda was.

Mayor Tisdahl noted that they need to do the City Manager's evaluation. City Manager Bobkiewicz said he will put it on the next agenda.

City Manager Bobkiewicz said it sounds as though Council is saying for the goal setting perhaps have Ms. Bonander come back in the fall as part of the budget process. The question is would Council want to try to have some sort of retreat communication discussion. Ald. Wilson suggests having Corporation Counsel get back to them with perimeters of what they can do.

### **NEW BUSINESS:**

Ald. Holmes said at her last ward meeting Chief Eddington brought new recruits to the meeting. They introduced themselves, talked about where they were from, their orientation and so on. A resident asked if as part of their orientation they were told about incentives from the city, particularly about housing and so forth. She replied to the resident saying she thought it would be part of the Human

Resources packet they receive. After saying that she realized she had no idea what is in the HR packets. She did have some other conversations and found out that some of the programs the City use to offer they no longer do. But it would be good for Council to know what is said to new employees and what they receive when they come on board.

City Manager Bobkiewicz said it has been a topic of discussion of the management team over the last couple of months. There is a new employee packet and staff is looking to revise the whole orientation of the "On Boarding" which is the new fancy term as people become employees. There is nothing presented to new hires and no existing programs. From time to time as housing developments have gone up, for example the NSP2 project, information was made available to employees but that was really a one of a kind thing. Ald. Holmes said there used to be the First Time Homeowners Buyer Program and incentives with banks. Other companies in Evanston still offer incentives for their employees. City Manager Bobkiewicz said those are different and separate from housing. Because the city banks at First Bank & Trust he believes employees are eligible for something. The City shies away from those kinds of relationships because there is an assumed quid with some of those things. First Bank & Trust offers that to all large account holders. The Evanston Athletic Club and LA Fitness, for example, city employees are eligible for some kind of group plan as well as other large organizations in Evanston. That kind of information is made available to employees but for housing perspectives there is nothing consistent. Staff would be happy to come to Rules at a future meeting to talk about it.

**ADJOURNMENT:**

Meeting adjourned 7:05 p.m.

Respectfully submitted,

Darlene Francellno

A video of this meeting is available at [www.cityofevanston.org/government/agendas-minutes/agendas-minutes--rules-committee](http://www.cityofevanston.org/government/agendas-minutes/agendas-minutes--rules-committee).