



# Rules Committee Meeting

MONDAY, JULY 6, 2015

6:00 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
Council Chambers

## AGENDA

- I. CALL TO ORDER/DECLARATION OF QUORUM: Ald. Delores Holmes
- II. CITIZEN COMMENT
- III. APPROVAL OF MINUTES OF THE REGULAR MEETING OF JUNE 1, 2015\*
- IV. PROCESS FOR THE HONORARY STREET NAME SIGN PROGRAM\*
- V. ORDINANCE 93-0-15 AMENDING THE COMPOSITION OF THE PRESERVATION COMMISSION\*
- VI. FY 2016 CITY COUNCIL GOAL SETTING AND BUDGET PLANNING
- VII. NEW BUSINESS
- VIII. ADJOURNMENT

\*Denotes materials included in packet

MINUTES OF THE RULES COMMITTEE  
Monday, June 1, 2015  
6:00 p.m.  
Lorraine H. Morton Civic Center  
Council Chambers

Present: Mayor Elizabeth Tisdahl, Ald. Judy Fiske, Peter Braithwaite, Melissa Wynne, Delores Holmes, Mark Tendam, Jane Grover, Ann Rainey and Brian Miller

Absent: Ald. Donald Wilson

Presiding: Ald. Delores Holmes

Staff Present: Wally Bobkiewicz, City Manager

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

Ald. Holmes declared a quorum and called the meeting to order at 6:06p.m.

**CITIZEN COMMENT:**

None

**APPROVAL OF MINUTES OF THE REGULAR MEETING OF MAY 4, 2015:**

Ald. Rainey moved approval of the May 4, 2015 minutes. Ald. Fiske seconded. Minutes approved.

**REVISE ALDERMANIC COMMITTEE MEMBER/CHAIR SCHEDULE – 2015-2017:**

Ald. Fiske moved approval. Ald. Wynne seconded.

Ald. Holmes stated everything seems to be fine on the memo dated May 27, 2015 except volunteers are still needed on the Economic Development Committee and the Housing & Community Development Act Committee.

Ald. Miller said he would be willing to serve on the Housing & Community Development Act Committee. Ald. Rainey moved to nominate Ald. Miller to Housing & Community Development Act Committee. Ald. Fiske seconded. Motion passed.

Ald. Fiske nominated Ald. Wilson to serve on the Economic Development Committee. Ald. Rainey seconded. Ald. Holmes suggested they check with Ald. Wilson first. Ald. Rainey note that when former Ald. Burrus stepped down Ald. Wilson said he would be willing to serve. City Manager Bobkiewicz said he would verify that Ald. Wilson is willing to serve. Motion passed to appoint Ald. Wilson to the Economic Development Committee.

Ald. Tendam pointed out the matter of an Economic Development Committee representative on the M/W/EBE and asked if that could be decided upon at the Economic Development committee meeting?

City Manager Bobkiewicz said a previous version of the ordinance says "a member of the committee" so it could be any member of the Economic Development Committee. He suggested it would make sense to refer the matter to the Economic Development Committee and let the committee decide. Ald. Tendam said he would attend the meetings up until the time a new representative from the Economic Development Committee has been decided upon.

**PLAN FOR CITY MANAGER'S EVALUATION:**

Ald. Holmes asked that everyone take a look at the outline in term of the sub-committee's recommendations and provide feedback if there are any concerns in terms of there not being a 360 evaluation this time around. Ald. Rainey commented how much she appreciates those serving on the sub-committee. It is a hard job and she appreciates their work.

Ald. Grover said when Council approved the City Council meetings dates for 2015 they had set aside July 20<sup>th</sup> for the closed session City Manager evaluation. If there is any chance it could be done earlier that might be a good ideal.

Ald. Wynne suggested they should stick with the July 20<sup>th</sup> date. That was something they had established and put on their calendars and thinks it is going to be too complicated to try and find another date.

The committee agreed to stick with July 20<sup>th</sup>.

Ald. Holmes stated that Ms. Francellno will be sending out the evaluation form electronically and you will be able to send it back electronically.

**CHANGE NAME AND CHARGE OF BOARD OF ANIMAL CONTROL:**

Ald. Wynne moved approval. Ald. Tendam seconded.

Ald. Grover pointed out that the Animal Control Board would like to also remove the secretary position as one of the officers of the Board. It seems unnecessary given the fact that it is staffed. And as City Manager Bobkiewicz pointed out at their last meeting this would be the only city committee that has a secretary. City Manager Bobkiewicz said included in the agenda packet is the Chapter of the city code that constitutes the board and there is a chair and vice chair but no reference to a secretary.

Ald. Holmes confirmed that the new name is Animal Welfare Board? City Manager Bobkiewicz stated that staff would ask that the committee recommend to the City Council that the Corporation Counsel draft the appropriate ordinance amending Title 2, Chapter 13 of the code. That would be the recommendation coming out of committee and staff would come back to the full City Council with an ordinance.

Ald. Wynne moved. Ald. Braithwaite second. Motion passed.

**NEW BUSINESS:**

None

**ADJOURNMENT:**

Meeting adjourned 6:20p.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).



## Memorandum

To: Members of the Rules Committee

From: Joe McRae, Director of Parks, Recreation and Community Services

Subject: Process for the Honorary Street Name Sign Program

Date: June 30, 2015

### Recommended Action:

At the May 26, 2015 City Council meeting, Alderman Tendam requested that the process for the honorary street name sign program be referred to the Rules Committee for discussion. Specifically, the alderman asked the committee to discuss the ability of aldermen, whose wards are outside of the downtown area, to be able to recommend streets in the downtown area be named in honor of ward residents and those with close involvement to the downtown.

This memo outlines the current City process as well as highlights the council approved resolutions which established the policy and procedures. Staff will be present to answer questions and receive direction from the committee.

### Funding Source:

N/A

### Summary:

#### **Honorary Street Name Sign Program Overview**

In 1996, the Honorary Street Name Sign Program was established to allow citizens the opportunity to honor people who have made significant contributions to the City. The program is administered by the Citizen's Advisory Committee on Public Place Names through the Department of Parks, Recreation and Community Services. Requests for an honorary designation has to originate with an Alderman and no more than one designation may be awarded in each ward per year. Honorary street name signs are displayed for a period of ten-years and the portion of a street so designated is one block long.

**The Process:** An Honorary Street Name Sign application is completed and submitted to the Alderman of the ward in which the proposed honorary street name sign is to be designated. If the Alderman is in support of the recommendation, he/she will sign the form and forward it to the Parks, Recreation and Community Services Department for review by the Citizens' Advisory Committee on Public Place Names, who will forward a recommendation to the Planning and Development Committee and City Council. Final approval is granted by the City Council.

The criteria to be followed by the Committee and by the City Council should be, in general, in accordance with the following standards:

1. Cultural impact to the City.
2. Historical impact to the City.
3. Humanitarian efforts.
4. Close association with Evanston.
5. Distinguished career brought to the City.
6. Geographical relation of the street to the honoree's focus of interest.
7. A living individual (exclusive of City staff).

Attachments:

Resolution 39-R-96; 52-R-01 Establishing the Honorary Street Name Sign Program  
Honorary Street Name Sign Program Application

39-R-96  
A RESOLUTION

Establishing an Honorary Street Name Sign Program

WHEREAS, certain individuals have contributed greatly to the City of Evanston through cultural, historic, or humanitarian acts; and

WHEREAS, the City wishes to acknowledge the contributions of these individuals by naming a street or portion of a street in their honor; and

WHEREAS, the City Council desires to establish the Honorary Street Name Sign Program to honor these individuals; and

WHEREAS, a formal action of the City Council is needed to recognize these individuals in this manner and to establish such a program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

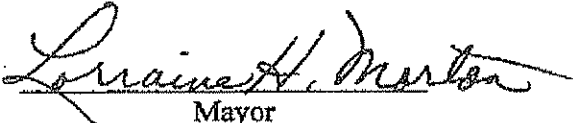
SECTION 1: That an Honorary Street Name Sign Program be established for the City of Evanston.

SECTION 2: That the process for designating a street or portion of a street within the City Limits of Evanston be as follows:


1. The request for each honorary designation shall originate with an Alderman. Each Alderman may have one honorary designation approved each year.
2. The Citizen's Advisory Committee on Public Place Names shall be given the responsibility to review the request by considering the cultural, historic, humanitarian, or other significance of the person or designation suggested for the honor. The Committee shall have the authority to establish any other appropriate criteria to guide the decision-making process. If the Committee recommends approval of the request, a recommendation shall be forwarded to the City Council in the form of a memorandum and resolution.
3. The City Council shall act on each request. If approved, the person or family of the person being honored shall be presented with a copy of the resolution making the designation, and two honorary street name signs shall be installed on the designated street.

4. The honorary designation expires two years after its passage by City Council at which time signs will be removed. Exception: City Council may renew the designation for an additional two years, if recommended by the Citizens' Advisory Committee on Public Place Names.

SECTION 3: That this Resolution shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

  
Lorraine H. Norton  
Mayor

ATTEST:

  
Krista Quinn  
City Clerk

Adopted: July 22, 1996

07/10/01, 07/02/01, 06/29/01

52-R-01

**A RESOLUTION**

**Amending Resolution 39-R-96  
Establishing an Honorary Street Name Sign Program**

WHEREAS, the City Council has established the Honorary Street Name Sign Program to honor individuals who have contributed greatly to the City of Evanston through cultural, historical or humanitarian acts; and

WHEREAS, the City Council wishes to amend the Resolution establishing said Program regarding the time period for display of such signs,

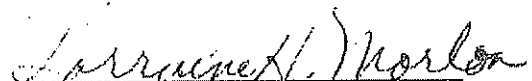
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

**SECTION 1:** That paragraph 4 of Section 2 of Resolution 39-R-96 be amended as follows:

4. The honorary designation expires ten (10) years after its passage by City Council at which time signs will be removed.

**SECTION 2:** That all Honorary Street Name Signs are grandfathered in to the extent that each honorary designation shall be displayed for an additional ten (10) years from the date of passage of this Resolution and then be removed.

**SECTION 3:** That this Resolution shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

  
Mayor

ATTEST:

  
City Clerk

Adopted: July 9, 2001





Parks, Recreation and Community Services Department  
2100 Ridge Avenue  
Evanston, Illinois 60201  
T 847.866.2914  
TTY 847.448.8064  
www.cityofevanston.org

## City of Evanston Honorary Street Name Sign Application Form

**PURPOSE OF PROGRAM:** The Honorary Street Name Sign Program allows citizens the opportunity to honor people who have made significant contributions to the City. The program is administered by the Citizen's Advisory Committee on Public Place Names through the Department of Parks, Recreation and Community Services. Street names will be displayed for a period of ten-years. No more than one designation may be awarded in each ward per year. The portion of a street so designated will be one block long. Final approval is granted by the Evanston City Council.

PLEASE FILL OUT THE APPLICATION BELOW:

NAME OF HONOREE: \_\_\_\_\_  
(as it would appear on the street sign)

PROPER STREET NAME: \_\_\_\_\_

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE CHECK ALL THAT APPLY, AND GIVE A BRIEF EXPLANATION FOR EACH OF THE APPLICABLE CRITERIA. A STREET CAN BE NAMED FOR AN INDIVIDUAL, OR GROUP/DESIGNATION.

CULTURAL IMPACT TO CITY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HISTORICAL IMPACT TO CITY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ HUMANITARIAN EFFORTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ CLOSE ASSOCIATION WITH EVANSTON: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ DISTINGUISHED CAREER BROUGHT TO THE CITY  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ GEOGRAPHICAL RELATIONSHIP OF STREET TO FOCUS OF INTEREST  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ A LIVING INDIVIDUAL (EXCLUSIVE OF CITY OF EVANSTON STAFF)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Aldersperson)

Applicant's Address: \_\_\_\_\_ Phone \_\_\_\_\_  
Email: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Phone \_\_\_\_\_  
Email: \_\_\_\_\_

Submit completed form to:  
City of Evanston  
Parks, Recreation and Community Services Department  
2100 Ridge Ave., Evanston, IL 60201  
Fax: 847-448-8051  
Phone: 847-866-2914  
[pbelcher@cityofevanston.org](mailto:pbelcher@cityofevanston.org)



## Memorandum

To: Honorable Mayor and Members of the City Council  
Rules Committee

From: Mark Muenzer, Director of Community Development  
Damir Latinovic, Planning and Zoning Administrator  
Carlos Ruiz, Preservation Coordinator

Subject: Ordinance 93-O-15  
Amending City Code Subsection 2-8-3-(A)  
Composition of the Evanston Preservation Commission

Date: June 30, 2015

### Recommended Action:

City staff recommends approval of the Text Amendment to the Preservation Ordinance to allow the appointment of one Evanston resident of the eleven-member Preservation Commission who does not have experience and expertise in historic preservation.

### Proposal Overview

The current language in Section 2-9-3-(A) of the City Code requires that the Evanston Preservation Commission consist of eleven (11) citizen members, each of whom shall reside in the City, and "shall have demonstrated interest, knowledge, ability and experience or expertise in architectural restoration, rehabilitation or neighborhood conservation or revitalization."

The proposed amendment, referenced by Mayor Tisdahl, modifies the composition of the Evanston Preservation Commission so that ten (10) of the eleven (11) citizen members must have "demonstrated interest, knowledge, ability and experience or expertise in architectural restoration, rehabilitation or neighborhood conservation or revitalization" and one (1) citizen member only needs to be a resident of Evanston and does not need to possess demonstrated interest, knowledge, ability and experience or expertise in architectural restoration, rehabilitation or neighborhood conservation or revitalization. The intent of the proposed text amendment is to broaden the pool of prospective applicants.

### Attachments

Proposed Ordinance 93-O-15

**93-O-15**

**AN ORDINANCE**

**Amending City Code Subsection 2-8-3-(A) Regarding the Composition of the Evanston Preservation Commission**

**SECTION 1:** That Section 2-9-3-(A) of the Evanston City Code of 2012, as amended (the "City Code"), is hereby further amended to read as follows:

**(A)** *Composition.*

1. The Evanston Preservation Commission is hereby reestablished, and the same shall consist of eleven (11) citizen members, each of whom shall reside in the City; ~~and Ten (10) of the Evanston Preservation Commission members~~ shall have demonstrated interest, knowledge, ability and experience or expertise in architectural restoration, rehabilitation or neighborhood conservation or revitalization. The membership positions shall be filled by appointment by the Mayor with the advice and consent of Council. Each Commissioner shall have one vote.

**SECTION 2:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**SECTION 3:** If any provision of this Ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

**SECTION 4:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: \_\_\_\_\_, 2015

Approved:

Adopted: \_\_\_\_\_, 2015

\_\_\_\_\_, 2015

\_\_\_\_\_  
Elizabeth B. Tisdahl, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Rodney Greene, City Clerk

\_\_\_\_\_  
W. Grant Farrar, Corporation Counsel