



# **Rules Committee Meeting**

**MONDAY, JUNE 26, 2017**

**This meeting will convene at the conclusion of the Planning & Development Committee meeting that meets at 7:15pm**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
James C. Lytle City Council Chambers**

## **AGENDA**

- I. CALL TO ORDER/DECLARATION OF QUORUM: Ald. Donald Wilson**
- II. CITIZEN COMMENT**
- III. APPROVAL OF MINUTES OF THE REGULAR MEETING OF APRIL 17, 2017 AND MAY 15, 2017\***
- IV. APPROVAL OF COMMITTEE CHAIR SCHEDULE FOR 80<sup>TH</sup> CITY COUNCIL\***
- V. DISCUSS COUNCIL LIAISON ASSIGNMENTS TO BOARDS AND COMMITTEES \***
- VI. REVIEW AND CONFIRM CITY COUNCIL MEETING CALENDAR FOR REMAINDER OF 2017\***
- VII. DISCUSS SCHEDULE FOR CITY MANAGER ANNUAL EVALUATION**
- VIII. DISCUSSION ON CITY COUNCIL TRAVEL AND TRAINING POLICY\***
- IX. CITY COUNCIL CONSENT AGENDA READING\***
- X. RECORDING OF EXECUTIVE SESSION MEETINGS**
- XI. NEW BUSINESS**
- XII. ADJOURNMENT**

\*Denotes materials included in packet

MINUTES OF THE RULES COMMITTEE  
Monday, April 17, 2017  
7:00 p.m.  
Lorraine H. Morton Civic Center  
Council Chambers

Present: Ald. Peter Braithwaite, Ald. Judy Fiske, Ald. Delores Holmes, Ald. Brian Miller, Ald. Ann Rainey, Ald. Eleanor Revelle, Mayor Elizabeth Tisdahl, Ald. Donald Wilson, and Ald. Melissa Wynne

Absent: Ald. Mark Tendam

Presiding: Ald. Donald Wilson

Staff Present: Wally Bobkiewicz, City Manager, Grant Farrar, City Attorney, Corporation Counsel, and Patricia Efiom, Equity & Empowerment Coordinator

Guest: Bill Smith, Evanston Now

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

Ald. Wilson declared a quorum and called the meeting to order at 10:30 p.m.

**CITIZEN COMMENT:**

Junad Rizski spoke on the conflict of interest with the new Mayor continuing to serve on the board of First Bank and Trust.

Madelyn Ducre asked for a quick summary of what the Rules Committee is about and who is on it.

Ald. Wilson said the Rules Committee is composed of all Council members and the Mayor. It's the only committee the Mayor has a vote on. In short form, the committee deals with the process and procedures on how City Council undertakes its duties and responsibilities.

Ald. Holmes added for clarify that they will not have a new Mayor until May 8. Mayor Tisdahl added that she does not sit on the board of the bank.

**APPROVAL OF MINUTES OF THE REGULAR MEETINGS OF AUGUST 1, 2016:**

Ald. Braithwaite moved approval. Ald. Tisdahl seconded. Minutes approved.

**POLICY ON BANKING:**

City Manager Bobkiewicz stated there was a referral from Ald. Rainey regarding how financial institutions are selected. Mr. Lyons provided a report that reviews that procedure and notes that the last time the city went through an RFP process was in 2012. That was anticipated that it would be a 5 year period and if they were to move forward they would be looking at the end of the calendar year to make a change.

Ald. Fiske commented that she has a problem with service on the Board of Directors of First Bank & Trust. She asked for information on whether service on that board is compensated and whether the compensation is tied to an increase or decrease in businesses to the performance of the banking institution. City Manager Bobkiewicz stated he did speak with Mayor-Elect Hagerty who is a member of the board of First Bank & Trust. Mayor-Elect Hagerty is compensated. Not certain about the particulars of that compensation but Mayor-Elect has indicated that he is reviewing his service on the

board and has not yet made a decision if he is going to make a change in that service. If that is the case, Ald. Fiske said she would like to include in their Rules under Section J. Disclosures and Potential Conflicts elected officials and not just persons doing business with the City of Evanston that may be tied to the banking institutions. There will be a potential conflict there and it needs to be addressed. It appears the Rules may cover that but would like to make sure.

Ald. Miller reminded the Council about the incident with the sale of Chicken & Waffles. First Bank & Trust was the primary on the loan and the City was secondary. First Bank & Trust got fully reimbursed for the short sale and the City didn't receive any of that. They are going to run into a number of these considerations unless they consider the Mayor-Elect's sitting on the board of First Bank & Trust and potential deals with the City. This isn't something to be taken lightly because there are a variety of incidents where the City does business with First Bank & Trust. He agrees with Ald. Fiske that on page 480 Section J, might cover it but this is a serious issue that they really need to be aware of in the coming years. They might want to examine stricter rules regarding this potential contract.

Ald. Wilson clarified that the Committee would be provided the proposed RFP and will have an opportunity to contribute whatever thoughts or inputs on that process. City Manager Bobkiewicz said that is correct.

#### **POLICY ON ADVERTISING:**

City Manager Bobkiewicz stated that staff tries to advertise with all the various publications that serve Evanston to spread the media dollars around. Advertising is done in print with the Evanston Roundtable, Evanston Review and the Daily Northwestern, boost post on Facebook, and also advertise on Evanston Now.

Ald. Wilson pointed out that there were some members of the community who had reached out to them and spoke at public comment on concerns about content, particularly one of the businesses that the city does advertise with. He tried to review things like comments and information on other sources of news and one of the difficult things is that people say all sorts of awful things on all of the news comments. That should be relevant in their ongoing conversation on how they get information out. One thing he would like going forward in the future is an independent budget for advertising. Mr. Lyons reported there is an advertising line item in several areas. But there are also expenses that are part of the purchasing process. For instance, there is a large expense every year with the Roundtable when the treasures report is published. Early he did a search of their 3 main vendors Roundtable, Pioneer Press/Tribune and Evanston Now and came up with about \$59,000.00 in payments to those 3 entities. The Tribune is the largest and that is representative of the required legal advertisements, or notices that are put in there for bids, zoning and a variety of things that are put in the Tribune to get a very large circulation. Ald. Wilson said he would like to see it broken down in 2 categories, the legally required notices and the other he would refer to as marketing. City Manager Bobkiewicz added that staff can provide general numbers on the non-legal responsibility.

Ald. Fiske asked if the non-legal dollars could be used to encourage people to go to the city's website and sign up and whether they would be achieving the same thing going forward at almost no cost. City Manager Bobkiewicz said over time they have spent less because more is done online now. They have gotten away from those full and half page ads that were done consistently in the Evanston Roundtable and Evanston Review. Unfortunately a lot of that has to do with the decrease in the circulation of the Evanston Review. They do try to mix it up and also realize that many residents are not online or not comfortable online and still look at a print newspaper. Most of the printed advertising is in the Roundtable. The Thursday e-newsletter reaches 35,000 so compare that to the circulation numbers of the other publications that is much larger than most.

Ald. Fiske said it would be good if they could help train people to go to the City's Facebook page, for example. City Manager Bobkiewicz said that has been done but they still hear from people that if they didn't read it in the Roundtable it must not exist. They are catching lots of people in lots of different ways.

Ald. Miller added that there is concern in the community about the city not having standards of where those advertising dollars are being spent. People have felt the reporting on Evanston Now is bias and discriminatory. This isn't just a question of how the dollars are being spent across a couple of news outlets. It is a question of what type of outlets are they supporting. He reference to the Equity Empowerment Coordinator to consider setting guidelines for how they spend the advertising dollars in regards to the content.

Dr. Efiom stated she did meet with the parties who were concerned. In looking at their concerns, the language is not always nice, but to call it racism and to stop advertising would be detrimental. It is really important if they are going to do this to at least do a broader study. In her opinion at this point, there is just nothing there to say they shouldn't advertise. She agreed with Ald. Wilson, if you look at the newspapers, not only locally but nationally, they just don't use language that people necessarily like, and uses language that doesn't always portrait persons in the best light. But you are also talking about their publishing facts and people may not like what they say but they are publishing the facts. In terms of an equity perspective she would be very concern if they had persons who came to City Council and said they wanted us to look at something as racists and then they make a decision based on that. What she would rather see is a comprehensive policy that gives guidelines of what is racism and then where do they draw the line. It is really important from an equity standpoint to not make a quick decision on things like this because it really is not fair.

Ald. Rainey commented that one of the thing that came out of this was those that were criticizing became bullies. There was a lot of bullying going on online by grown adults who otherwise portrait themselves as very sophisticated and conducted very sophisticated bullying campaigns. She felt that she was a victim of some of that. Moving on she said one of the best ways to drive people to the city's website is by these kinds of ads on Evanston Now. When you click on those ads and it sends you right to the city's website. She asked if they are able to calculate the number of people who go from the ads to the website. City Manager Bobkiewicz said he thought they could calculate that information and will share it.

Dr. Efiom added that with the equity piece it is always important to hear from the people who are being harmed. Racism is a serious issue but it is always easy to through the word out and get folks to freeze and stop when they really need to consider is this an act of racism. Part of the equity empowerment role is to get people together to hear what the community as a whole is saying and then develop policies based on the whole of the what the community is saying as opposed to a group. Ald. Rainey stated that one of the interesting things she found was that a lot of the accusations and bullying was coming from Caucasian women. She can't wait to get into some of the conversations on equity and empowerment. She just thought that was interesting that they were doing all the accusing, at least the out loud bold bullying accusing.

Dr. Efiom pointed out that today Equity & Empowerment had their first town hall meeting. This issue was very much a part of the conversation on how do they not speak on behalf of others and instead allow those voices to emerge. Equity and Empowerment is about engaging in conversation with the entirety of the community. Her fear is at City Council meetings you often don't get full representation.

Therefore, how do you reach beyond City Council to get to hear those voices and get adequate representation?

Ald. Braithwaite shared simple math information he received from staff to on advertising spending. In 2016 the city spent \$10,649 with the Evanston Roundtable, Pioneer Press \$46,488, and Evanston Now \$1,752.

Ald. Fiske noted that when they advertise in a place that allows anonymous comments they are actually contributing to the dialogue that is going on there. If they are going to be spending their advertising dollars they can say they want to spend their dollars in a place that reflects the values that they hope they want to instill in the community. And that is everybody comes together, can say whatever they want and do it face to face and person to person and not hide behind some anonymous name. She knows some people who have been excluded from posting on Evanston Now. She doesn't know about the Roundtable or anywhere else but her sense is that people are either asked or do use their real names when they post at the Roundtable.

Ald. Wilson noted that is a good and legitimate point but their election season is a good example of how that doesn't actually work. People in the community were subjected to wicked and vicious and horrifying, bullying for saying things about candidates or campaign issues. It was so disturbing. People that posted something perfectly legitimate as far as an opinion was concerned were just attacked and that carried over into school parking lots and into the community. He thinks that accounts for why people still feel strongly about anonymous posting. He personally doesn't like anonymous posting, but thinks that people don't feel safe or comfortable saying the things they want to say. Some people don't feel safe or comfortable putting certain yard signs in their yards. Some people aren't comfortable putting a Black Lives Matters sign in their yard because they are afraid of repercussions for that. That is very, very, very unfortunate but that is a practical reality so in balancing these things out it is a difficult balance. You want people to have a voice and opportunity but he thinks there is a large number of people who just simply are not comfortable using their name even though they may have something legitimate to say. And I think it is the legitimate comments that far out weight the ones that are really awful.

Ald. Holmes added that a part of this cultural, in terms of when they started to look at social media, which everyone knows she has issues with, you don't have that need to do that in print media. People will sign their names and put it in the Roundtable and same with the Evanston Review. But online you can just do that crazy stuff that they do on Instagram, Facebook or wherever. The things that you hear about are horrible and people are really mean to each other.

Ald. Miller said if they are going to have a true conversation then the editor should be posting every comment that comes in as opposed to picking and choosing the ones he wants. Bill Smith said some comments are racist, liberalist and some are terribly offensive. They impose restrictions on what people will say and what they will be allowed to say because they maintain some community standards. They might not be exactly the standards that you would like or that anyone else would like but they do have standards that they apply. He is also absolutely certain, from his past experience working in print media, that newspapers don't print every letter that is sent to them. Ald. Miller said that is the point. If they want to have an honest discussion of where they are spending taxpayer dollars it is the Evanston Now's opinion they are paying for.

Mayor Tisdahl said when you start trying to control the press by spending \$1000 or not spending \$1000 with Evanston Now you are on a slippery slope and they are not equipped to read all the press and follow everybody's comments. The most anonymous comments and the ones that worry her the most

are those of great anonymity. When you say you are not speaking for yourself but for other people and these other people have voices that are not able to be heard. She goes through Evanston a great deal and meets all sorts of people and tries to be a good listener. When she listens she hears very articulate, wonderful voices and she does not find people whose voices cannot be heard and need someone else to speak for them. To her anonymous is when you don't sign your name but anonymous that is even more dangerous is when you say you speak for other people and not for yourself and you don't name the other people you just speak for them. She hopes they will not go into the land of trying to control the press.

Mayor Tisdahl moved to accept and place on file the information received. Ald. Holmes seconded. Motion approved.

**NEW BUSINESS:**

None

**ADJOURMENT:**

Meeting adjourned 11:15p.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).

MINUTES OF THE RULES COMMITTEE  
Monday, May 15, 2017  
6:00 p.m.  
Lorraine H. Morton Civic Center  
Council Chambers

Present: Ald. Peter Braithwaite, Ald. Judy Fiske, Ald. Cicely Fleming, Mayor Stephen Hagerty, Ald. Ann Rainey, Ald. Eleanor Revelle, Ald. Robin Rue Simmons, Ald. Tom Suffredin, Ald. Donald Wilson and Ald. Melissa Wynne

Presiding: Ald. Donald Wilson

Staff Present: Wally Bobkiewicz, City Manager

Guest: City Clerk Devon Reid

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

Ald. Wilson declared a quorum and called the meeting to order at 6:10p.m.

**CITIZEN COMMENT:**

City Clerk Reid spoke on his hope to introduce a legislation tracker and thought it would be great if the Rules Committee would require a sponsor. He also asked if the committee could look at changing the day of Council meetings from Mondays to some other night to allow more public participation because the school board and other committee meetings meet on Monday nights.

**SELECTION OF RULES COMMITTEE CHAIR:**

Ald. Fiske moved to nominate Ald. Wilson as chair of the Rules Committee. Ald. Wynne seconded. Ald. Rainey asked if the order would then go by seniority. The response was yes. Motion passed.

**REVIEW OF COUNCIL SENIORITY LIST AND MAYOR-PRO TEM LIST:**

The committee agreed to proceed in accordance with the designated schedule and seniority list.

**REVIEW OF ALDERMANIC COMMITTEES STRUCTURE AND MEMBERSHIP:**

Ald. Wilson started with the Administration & Public Works Committee which presently has 5 Aldermen serving.

Ald. Braithwaite, Wynne, Rainey, Rue Simmons, Fleming and Suffredin showed an interest in serving. Ald. Wynne gracefully bowed out. Ald. Braithwaite moved to accept the lineup for the A&PW committee. Motion passed.

Ald. Rainey, Suffredin, Rue Simmons, Wynne, Revelle, Wilson and Fiske volunteered to serve on the 7 member Planning & Development Committee. Ald. Braithwaite moved for approval. Ald. Wynne seconded. Motion passed.

Ald. Braithwaite, Fiske, Rue Simmons, Revelle, and Fleming volunteered to serve on the 6 member Human Services Committee. Ald. Wynne noted that the Human Services Committee previously was a 5 member committee. Ald. Fiske moved to return Human Services to a 5 member committee. Ald. Wynne seconded. Motion passed.

Ald. Wilson noted that the Rules Committee consists of the Mayor and 9 Alderman.

Ald. Wilson stated Economic Development presently is a 7 member committee. Ald. Fiske moved to reduce the membership to 6 members. Ald. Revelle seconded. Ald. Revelle stated there was discussion about the number of members when they were discussing their board consolidation and the feeling was it made sense to have a smaller committee. Ald. Rainey stated she was supportive of 5 members. Ald. Rainey, Rue Simmons, Wilson, Wynne and Braithwaite volunteered to serve on Economic Development. Ald. Braithwaite moved to reduce the membership from 7 to 5. Ald. Wynne seconded. Motion passed.

Ald. Revelle and Fleming volunteered to serve on the Housing, Homelessness & Human Relations Commission which lists 1 Alderman serving. Ald. Wilson moved to increase the membership from 1 to 2 Aldermen. Ald. Braithwaite seconded. Motion passed.

Ald. Wilson stated the Housing & Community Development Act Committee has 5 Aldermen. Ald. Braithwaite, Wilson, Rue Simmons, Rainey, and Wynne all agreed to serve.

Ald. Revelle agreed to continue serving on the Lighthouse Landing Advisory Committee. .

Ald. Braithwaite and Rue Simmons agreed to serve on the M/W/EBE Committee.

Ald. Wilson stated that the 1<sup>st</sup> Ward Alderman has served on the NU/City Committee. Ald. Fiske pointed that this committee was created by a settlement of a lawsuit that NU filed and there has only been one Alderman, 2 city representatives and 2 Northwestern University representatives and anyone is invited to attend. Ald. Rue Simmons said she would like to serve on the NU/City Committee. Ald. Wilson said in light of the fact that the 1st and 5th wards are in close proximity he moved to increase the membership from 1 member to 2. Ald. Braithwaite seconded. Motion passed.

Ald. Wynne, Revelle and Fleming volunteered to serve on the 4 member Transportation and Parking Committee. Ald. Wynne moved to reduce Transportation & Parking Committee from 4 to 3 members. Ald. Braithwaite seconded. Motion passed.

Ald. Wynne and Suffredin agreed to serve on the 911-Emergency Telephone System Board. Motion passed.

Ald. Braithwaite and Fleming volunteered to serve on the 2 member City School Liaison Committee. Motion passed.

#### **RESOLUTION OF SWANCC'S BOARD:**

Ald. Wilson stated that membership on this board has traditionally been held by the Mayor of the City of Evanston. Ald. Wynne moved to adopt the resolution to appoint Mayor Hagerty to serve as Director on the SWANCC Board. Ald. Braithwaite seconded. Motion passed.

#### **DISCUSSION OF CITY COUNCIL RULES:**

Ald. Wilson asked if anyone was interested in discussing anything in the rules or bring up anything that might need to be addressed before moving forward with the new Council.

Ald. Rainey noted that Rule 5.71 states "Committees consisting of all Aldermen shall have their initial chair appointed by the Rules Committee." She would like to start out by chairing the Planning & Development Committee first. Ald. Braithwaite said he would start chairing A&PW. Ald. Fiske will start



with Human Services, Ald. Wilson for Rules, Ald. Wynne for Economic Development, and Ald. Wynne for Transportation & Parking Committee. Ald. Wilson moved to accept the chair designation as discussed. Ald. Wynne seconded. Motion passed.

Ald. Wilson thanked Ald. Rainey for pointing out to appoint the chairs ahead of time. City Manager Bobkiewicz pointed out that Ms. Francellno will lay out a chair list and often there will be conflicts because there can be no two chairs at one time and especially with three new Aldermen coming on at the same time. The list will be brought back to the next Rules Committee for confirmation.

City Manager Bobkiewicz asked for direction on travel. Ald. Wilson suggested that item be brought back to another meeting.

**NEW BUSINESS:**

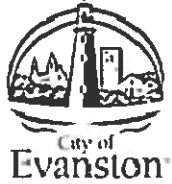
None

**ADJOURMENT:**

Meeting adjourned 6:35p.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: Rules Committee Members

From: Wally Bobkiewicz, City Manager  
Darlene Francellno, Mayoral/Aldermanic Assistant

Subject: Aldermanic Committee Member/Chair Schedule for 2017-2021

Date: June 8, 2017

The Rules Committee met on May 15, 2017 to establish the membership of each Standing Committee. Based on those discussions we have developed a Chairmanship schedule beginning June 2017 through April 2021/

The following criteria were used to create the schedule:

1. Each committee member will serve as chair of the Administration & Public Works (A&PW) Committee, Planning & Development (P&D) Committee, Human Services Committee and the Rules Committee during his/her full term.
2. No Alderman will chair two Standing Committees (Human Services, Planning & Development and Administration & Public Works) at the same time.
3. Each Chair will also oversee special meetings that are scheduled during his/her chairmanship.
4. The Rules Committee meets on an as needed basis and in order to prepare a schedule it was created as if it meets monthly.
5. As best we could, we based the rotation schedule for Chairmanship by seniority. If a member was scheduled to chair two Standing Committees at the same time, they were moved around in the rotation.

## **Rotation Schedule of Chairmanships - Standing Committees (2017-2021)**

### **Administration & Public Works Committee: 5 Members**

|   |                  |
|---|------------------|
| June 2017 (first meeting) – October 2017 (first meeting)        | Ald. Braithwaite |
| October 2017 (second meeting) – March 2018 (second meeting)     | Ald. Rainey      |
| April 2018 (first meeting) – September 2018 (first meeting)     | Ald. Fleming     |
| September 2018 (second meeting) – February 2019 (first meeting) | Ald. Rue Simmons |
| February 2019 (second meeting) – June 2019 (first meeting)      | Ald. Suffredin   |
| June 2019 (second meeting) – November 2019 (first meeting)      | Ald. Braithwaite |
| November 2019 (second meeting) – March 2020 (second meeting)    | Ald. Rainey      |
| April 2020 (first meeting) – August 2020 (only meeting)         | Ald. Fleming     |
| September 2020 (first meeting) – December 2020 (only meeting)   | Ald. Rue Simmons |
| January 2021 (first meeting) – April 2021 (second meeting)      | Ald. Suffredin   |

### **Planning & Development Committee: 7 Members**

|   |                  |
|---|------------------|
| June 2017 (first meeting) – October 2017 (second meeting)       | Ald. Rainey      |
| October 2017 (first meeting) – March 2018 (first meeting)       | Ald. Wynne       |
| March 2018 (second meeting) – July 2018 (second meeting)        | Ald. Fiske       |
| August 2018 (only meeting) – December 2018 (only meeting)       | Ald. Wilson      |
| January 2019 (first meeting) – June 2019 (first meeting)        | Ald. Revelle     |
| June 2019 (second meeting) – November 2019 (first meeting)      | Ald. Rue Simmons |
| November 2019 (second meeting) – April 2020 (first meeting)     | Ald. Suffredin   |
| April 2020 (second meeting) – September 2020 (first meeting)    | Ald. Rainey      |
| September 2020 (second meeting) – February 2021 (first meeting) | Ald. Wynne       |
| February 2021 (second meeting) – April 2021 (second meeting)    | Ald. Fiske       |

### **Human Services Committee: 5 Members**

|                                |                  |
|--------------------------------|------------------|
| June 2017 – October 2017       | Ald. Fiske       |
| November 2017 – March 2018     | Ald. Braithwaite |
| April 2018 – August 2018       | Ald. Revelle     |
| September 2018 – January 2019  | Ald. Fleming     |
| February 2019 – June 2019      | Ald. Rue Simmons |
| July 2019 – November 2019      | Ald. Fiske       |
| December 2019 – March 2020     | Ald. Braithwaite |
| April 2020 – August 2020       | Ald. Revelle     |
| September 2020 – December 2020 | Ald. Fleming     |
| January 2021 – April 2021      | Ald. Rue Simmons |

### **Rules Committee: 10 members (9 Aldermen, 1 Mayor)**

|                               |                  |
|-------------------------------|------------------|
| June 2017 – October 2017      | Ald. Wilson      |
| November 2017 – March 2018    | Ald. Rainey      |
| April 2018 – August 2018      | Ald. Wynne       |
| September 2018 – January 2019 | Ald. Fiske       |
| February 2019 – June 2019     | Ald. Braithwaite |
| July 2019 – November 2019     | Ald. Revelle     |
| December 2019 – April 2020    | Ald. Fleming     |
| May 2020 – September 2020     | Mayor Hagerty    |
| October 2020 – February 2021  | Ald. Rue Simmons |
| March 2021 – April 2021       | Ald. Suffredin   |

**Other Committee: Economic Development Committee: 5 Members w/rotating chairs**

|                                |                  |
|--------------------------------|------------------|
| June 2017 – October 2017       | Ald. Wynne       |
| November 2017 – March 2018     | Ald. Rainey      |
| April 2018 – August 2018       | Ald. Wilson      |
| September 2018 – January 2019  | Ald. Braithwaite |
| February 2019 – June 2019      | Ald. Rue Simmons |
| July 2019 – November 2019      | Ald. Wynne       |
| December 2019 – March 2020     | Ald. Rainey      |
| April 2020 – August 2020       | Ald. Wilson      |
| September 2020 – December 2020 | Ald. Braithwaite |
| January 2021 – April 2021      | Ald. Rue Simmons |

## Aldermanic Committee Membership – 2017-2021

### Standing Committees

#### Adm. & Public Works Committee (5 Aldermen)

Ald. Braithwaite, Chair  
Ald. Rainey  
Ald. Fleming  
Ald. Rue Simmons  
Ald. Suffredin

#### Planning & Development Committee (7 Aldermen)

Ald. Rainey, Chair  
Ald. Wynne  
Ald. Fiske  
Ald. Wilson  
Ald. Revelle  
Ald. Rue Simmons  
Ald. Suffredin

#### Human Services Committee (5 Aldermen)

Ald. Fiske, Chair  
Ald. Braithwaite  
Ald. Revelle  
Ald. Fleming  
Ald. Rue Simmons

#### Rules Committee (9 Aldermen, 1 Mayor)

Ald. Wilson, Chair  
Ald. Rainey  
Ald. Wynne  
Ald. Fiske  
Ald. Wilson  
Ald. Braithwaite  
Ald. Revelle  
Ald. Fleming  
Ald. Rue Simmons  
Ald. Suffredin

### Other Committees (Aldermen/Citizens)

#### 911-Emergency Telephone System Board (2 Aldermen)

Ald. Wynne  
Ald. Suffredin

#### Animal Welfare Board (2 Aldermen)

Vacant  
Vacant

#### City-School Liaison Committee (2 Aldermen w/rotating Chairs)

Ald. Braithwaite  
Ald. Fleming

#### Economic Development Committee (5 Aldermen w/rotating Chairs)

Ald. Wynne, Chair  
Ald. Rainey  
Ald. Wilson  
Ald. Braithwaite  
Ald. Rue Simmons

#### Housing & Homelessness & Human Relations Commission (2 Alderman)

Ald. Revelle  
Ald. Fleming

#### Housing & Community Dev. Act Committee (5 Aldermen)

Ald. Rainey, Chair  
Ald. Wynne  
Ald. Wilson  
Ald. Braithwaite  
Ald. Rue Simmons

#### Lighthouse Landing Advisory Committee (1 Alderman)

Ald. Revelle

#### MW/EBE Dev. Committee (2 Aldermen)

Ald. Braithwaite  
Ald. Rue Simmons

#### NU/City Committee (1 Alderman)

Ald. Fiske  
Ald. Rue Simmons

#### Transportation/Parking Committee (3 Aldermen)

Ald. Wynne, Chair  
Ald. Revelle  
Ald. Fleming



## Memorandum

To: Honorable Chair and Members of the Rules Committee

From: Wally Bobkiewicz, City Manager  
Darlene Francellno, Mayoral/Aldermanic Assistant

Subject: Boards, Commissions and Committee Liaison

Date: June 12, 2017

Recommended Action:

Staff recommends members of the Rules Committee designate City Council liaisons to all boards, committees and commissions that currently do not have the Mayor or members of the City Council as members. City Council liaisons are only required to attend one meeting per year.

- Age Friendly Evanston Task Force
- Arts Council
- Board of Ethics
- Citizens' Police Advisory Committee
- Commission on Aging
- Design & Project Review Committee
- Environment Board
- Firefighter's Pension Board
- Housing, Homelessness & Human Relations Commission
- Library Board
- Mental Health Board
- Parks, Recreation & Community Services Board
- Plan Commission
- Police Pension Board
- Preservation Commission
- Public Safety Civil Service Commission
- Utilities Commission
- Zoning Board of Appeals

**CITY COUNCIL MEETINGS  
2017**

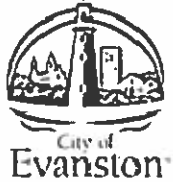
|                 |                                 |                  |  |
|-----------------|---------------------------------|------------------|--|
| <b>JANUARY</b>  | 9<br>17 (Tuesday)*<br>23        | <b>JULY</b>      | 10<br>17 (City Manager Evaluation)**<br>24 |
| <b>FEBRUARY</b> | 13<br>20 President's Day*<br>27 | <b>AUGUST</b>    | 14   |
| <b>MARCH</b>    | 13<br>20*<br>27                 | <b>SEPTEMBER</b> | 11<br>18*<br>25                            |
| <b>APRIL</b>    | 10<br>17*<br>24                 | <b>OCTOBER</b>   | 9<br>16*<br>23                             |
| <b>MAY</b>      | 8<br>15*<br>22                  | <b>NOVEMBER</b>  | 13<br>20*<br>27                            |
| <b>JUNE</b>     | 12<br>19*<br>26                 | <b>DECEMBER</b>  | 11   |

**City Council meetings are scheduled to begin immediately following the conclusion of the Planning & Development Committee meetings that begin at 7:15pm.**

**The Alderman starting roll-call for a Special Meeting will be the same Alderman to start roll-call at the next Regular Meeting.**

**\*This meeting will begin at 7:00 p.m.**

**\*\* This meeting will begin at 6:00 p.m.**



## Memorandum

To: Honorable Chair and Members of the Rules Committee

From: Wally Bobkiewicz, City Manager

Subject: City Council Travel and Training Policy

Date: June 8, 2017

Recommended Action:

It is recommended that the Committee receive following report and provide direction to staff.

Background:

At its May 15, 2017 meeting, the Committee directed staff to return at its next meeting with information to assist in the development of a travel and training policy for the City Council.

The City has not had a formal policy in recent years for the City Council to travel for official business and/or attend training. Members of the City Council in recent years have attended the Annual Conference and Congressional Cities Conference of the National League of Cities (NLC) and the Annual Conference of the Illinois Municipal League. At most one or two members of the City Council have attended these meetings. A notable exception was the 2012 NLC Congressional Cities Conference where five members of the City Council attended the conference. In addition, members of the City Council have attended miscellaneous local meetings and conferences which sometimes include a registration fee. Most notable are the Annual Dinner and Legislative Breakfast of the Northwest Municipal Conference.

The Mayor has regularly attended the Winter meeting of the U.S. Conference of Mayors in Washington, DC as well as the Annual Conference of the Illinois Municipal League.

The budget for Mayor and City Council travel and training in 2017 is \$8,000. Actual spending in 2016 was \$6,076, 2015 \$10,566 and 2014 \$9,443.

Staff contacted Schaumburg, Arlington Heights, Oak Park and Skokie for their policies and budgets. Skokie did not respond.

Schaumburg's travel and training policy is "As long as funds are budgeted, reasonable expenses incurred by elected officials and/or the village manager during official village



business will be reimbursed with valid receipts and proper authorization.” The training budget for the City Council (Village President and six trustees) is \$54,881.

Arlington Heights shared its policy (attached). The training budget for the Village Board (Mayor and eight Trustees) is \$3,000.

Oak Park has an informal policy that pays for transportation, meals, hotel, but not conference fees. The travel budget for the Village Board (Mayor and six Trustees) is \$7,000.

Attachments

1. Arlington Heights Travel and Training Policy.

SUBJECT:

**REIMBURSEMENT OF  
EXPENSES FOR ELECTED  
OFFICIALS**

CATEGORY: BOARD OF  
TRUSTEES

POLICY NUMBER: 1996-1

DATE: 11/12/96

**STATEMENT OF THE POLICY:**

This policy provides for those expenses incurred while elected officials perform the duties and responsibilities of their office. Expenditure of Village funds is subject to the availability of funds through the initial adoption of the budget and any subsequent and duly approved budget amendments or transfers.

Expenses and other related issues for elected officials of the Village shall operate under the following guidelines:

1. If requested, each newly elected official will be provided with a two drawer lateral file cabinet and the necessary filing supplies. Upon leaving office, this equipment shall be returned to the Village to be issued to his/her successor.
2. Whenever possible, a request for attendance at any seminar or conference by any elected official shall be submitted to the Village Manager's office in the month of July each year to be included for review with other budgetary requests for the fiscal year beginning January 1.
3. There shall be no expense reimbursement for telephone expenses, babysitting services, or auto mileage within the Village limits.
4. Attendance at Village-sponsored events shall be reimbursable.
5. Attendance at non-Village sponsored events (i.e. Chamber of Commerce, Northwest Municipal Conference, etc.) shall be reimbursable for ticket costs incurred by the elected official and their spouse/partner/guest.

6. Attendance at unanticipated events will be subject to budgetary availability. In the case of competing travel desires and limited funding availability, the Village Board shall make the final determination as to Village representation.

In accordance with Village practice, all officials are expected to exercise prudence in their travel practices.

| DATE REVIEWED | BY                     | ACTION                          |
|---------------|------------------------|---------------------------------|
| 11/12/96      | Committee-of-the-Whole | Recommended adoption of policy. |
| 11/18/96      | Board of Trustees      | Policy adopted.                 |
| 07/09/01      | Committee-of-the-Whole | Policy retained.                |
| 07/16/01      | Board of Trustees      | Policy retained.                |
| 09/12/11      | Committee-of-the-Whole | Recommend retention.            |
| 09/19/11      | Board of Trustees      | Policy retained.                |
| 10/10/16      | Committee-of-the-Whole | Recommend amendment.            |
| 10/17/16      | Board of Trustees      | Policy amended and retained.    |



## Memorandum

To: Honorable Chair and Members of the Rules Committee

From: Wally Bobkiewicz, City Manager

Subject: City Council Consent Agenda Reading

Date: June 8, 2017

Recommended Action:

It is recommended that the Committee consider changes to reading of the Consent Agenda.

Background: Alderman Rainey has proposed a change to process of reading the Consent Agenda.

The chair of each standing committee and the chair of the Economic Development Committee will be called upon to move introduction or approval of their items on the committee's consent agenda. The senior Alderman then moves approval of the Mayor's appointments to Boards and Commissions and the City Clerk calls the roll and the consent agenda is passed.

The balance of the meeting remains the same. The Mayor calls on the standing committee chairs to present those items that were not presented on the consent agenda for introduction or action and debate.