

5/25/2005
5/17/2005

36-R-05

A RESOLUTION

Amending City Council Rules

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

SECTION 1: That Paragraph 9 of the Rules and Organization of the Evanston City Council is hereby amended to read as follows:

9. COMMITTEES (62-R-00 June 6/12/00)

- 9.1 Open Meetings. All regular and special meetings of committees, boards and commissions shall be open to the public and to the press, except closed sessions as authorized by the statutes of the State of Illinois.
- 9.2 Standing Committees. There shall be four standing committees of the City Council: (1) Rules Committee; (2) Administration and Public Works; (3) Human Services; and (4) Planning and Development. The Planning and Development Committee and Administration and Public Works Committee shall meet before the regular Council meetings. The Human Services Committee and the Rules Committee shall meet in accordance with a published schedule, but in no event less than once per month. Standing Committees may establish subcommittees as needed to assist them in more efficiently conducting their business. (29-R-04, May 24, 2004)
- 9.3 Rules Committee (nine members)
 - 9.3.1 The jurisdiction of this committee shall be as follows:
 - (1) Assignment of Aldermen to standing committees, Economic Development Committee, the Community Development Committee (CD Committee) which recommends to the Council expenditure of Federal

funds and the Parking Committee.

- (2) Determination of jurisdictional disputes between committees;
- (3) Revision of Council Rules;
- (4) Preparation and maintenance of the list of mayor pro tem;
- (5) Insure compliance with the Illinois Open Meetings Act.
- (6) Appointment of chairs to standing committees;
- (7) Coordination of the City Manager evaluation.
- (8) Such other matters as are referred to it by the Council, an individual Alderman, or the Mayor. (64-R-97-9/22/99)

- 9.4 Administration and Public Works Committee. (five members) The duties of this committee shall include matters relating to bills and purchases; finance; fire; legal; licensing; personnel; public works, including: streets and alleys, lighting, refuse disposal, water and sewers, traffic control and parking; public buildings, public transportation; public utilities; safety (including civil defense); liaison with the police and fire pension boards; and capital improvements. This committee shall meet at **5:30** p.m. on the night of regular scheduled City Council meetings.
- 9.5 Human Services Committee. (five members) The duties of this committee shall include matters relating to the Department of Health and Human Services, including public health, mental health, youth, aging, emergency assistance and community purchased human services, liaison with human service-related boards and commissions; private and public organizations funding or providing human services within the City and matters relating to the arts, recreation, library, environment, unemployment, the Township, unified budgeting, the Farmers Market and Police services; and Americans with Disabilities Act ("ADA") Grievance Appeals relating to Title II of the ADA (Accessibility). The committee will sit as the Township Committee when dealing with all matters related to the Township. It will sit as the Police Services Committee when dealing with citizen review cases. The Human Services Committee shall meet on the first Monday of each month. (14-R-03, March 24, 2003)
- 9.6 Planning and Development Committee. (nine members) The duties

of this committee will include matters relating to planning; physical development, zoning, building conservation, preservation, housing, and relocation. The Committee shall review and advise the City Council on the use and planning of all City park land. This Committee shall meet at **6:30** p.m. on the night of regular scheduled Council meetings.

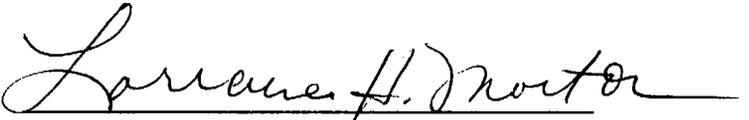
- 9.7 Committee Chairman. The Rules Committee will establish a schedule of Standing Committee chairmanship, with no Alderman holding two chairmanships at the same time.
- 9.8 Committee of the Whole. By majority vote, the Council may resolve itself into a Committee of the Whole for the purpose of informally discussing any matter. The presiding official shall be the Mayor or the appropriate Committee Chairman.
- 9.9 Standing Committees' Priorities and Procedures.
 - 9.9.1 The chair shall confer on a regular basis with staff to review the committee agenda.
 - 9.9.2 Each committee shall adopt guidelines for the conduct of its meeting and for public participation. The chair shall report committee deliberations and actions to the Council and may appoint, as necessary, a speaker to present majority or minority committee reports to the Council.
 - 9.9.3 References – Committees, Boards, and Commissions composed entirely of Aldermen shall consider matters referred to them by the Mayor, Aldermen or staff without the necessity of a vote of the Council. References by individual aldermen to standing committee can be made at the call of the wards, during individual standing committee meetings, or through communication to the standing committee chair by an individual alderman. References to other Committees, Boards, or Commissions, which are approved by the City Council, shall be considered by that Committee, Board, or Commission. Prior to approval of such reference, the Council shall have the right to debate the motion for such references. (64-R-99-9/22/99)
 - 9.9.4 The Chair of the Standing Committees may appoint

subcommittees with the approval of the committee for better operational efficiency and/or greater community involvement to consider particular issues or problems. The subcommittee shall report to the standing committee which created it.

9.11 Special Committees (Ad Hoc)

- 9.11.1 Special committees may be appointed to consider particular problems. At the time of creating of any special committees, the appointing body shall also designate to whom the special committee will report and the time frame within which its work should be completed. There shall be three types of special committees.
 - 9.11.2 Special Committees of the Aldermen which shall be composed of Aldermen appointed by the City Council, or the Rules Committee, or by the Mayor.
 - 9.11.3 Special Committees of Aldermen and citizens of the City which shall be appointed by Aldermen, by the City Council, the Rules Committee, or by the Mayor.
 - 9.11.4 Special Committees appointed by the Mayor, with the advice and consent of the City Council, which may be composed entirely of citizens.
 - 9.11.5 Except as provided in section 5.6 of these rules the chairs of these special committees shall be appointed by the Mayor with the advice and consent of the City Council.
 - 9.11.6 All appointments of the above committees shall be with the advice and consent of the City Council.
- 9.12 Special Meetings. Three or more members of a Committee, Board or Commission may call a meeting of that body when the Chair has canceled the meeting. Such call for a meeting shall be in writing, duly signed by the callers and shall be presented to the Chair. (Resolution 65-R-92).

SECTION 2: That this Resolution shall be in full force and effect from and after the date of its passage and approval in the manner required by law.


Lorraine H. Morton, Mayor

Attest:


Mary P. Morris, City Clerk

Adopted: May 23, 2005