



## **BOARD OF ETHICS**

Tuesday, March 21, 2017

7:00 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2403

### **AGENDA**

**1. CALL TO ORDER / DECLARATION OF QUORUM**

**2. APPROVAL OF MEETING MINUTES of June 21, 2016**

**3. NEW BUSINESS**

- A. Review and discussion of Code of Ethics Complaint 17-BOE-0001 by Madelyn Ducre' and Betty Ester.

**4. ADJOURNMENT**

Next Meeting: April 18, 2017 at 7:00 p.m. in Room 2403



**RECEIVED**

BY: C. [unclear]  
DATE: 03/15/17



INQUIRY/COMPLAINT FORM

I believe that, to the best of my knowledge, information and belief formed after reasonable reflection, the information given in this inquiry/complaint is true. I request that the City of Evanston Board of Ethics evaluate the information provided and request it take appropriate measures in accordance with the procedure outlined in the City Code, Title 1, Chapter 10.

[TYPE OR PRINT]

Bettys Ester  
My name (printed)

1921 Dewey Ave  
street address

847-864-6623  
My contact phone number

Evanston, IL 60201  
city/state/zip code

BBOFSE@yahoo.com  
My e-mail address

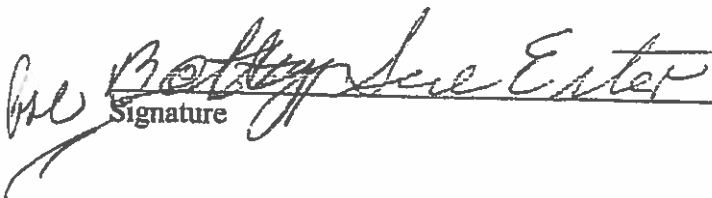
City of Evanston elected official, board or commission member, or employee that I wish the Board of Ethics to review:

See Attachment  
Name Position or job title, if known

See Attachment  
Department or Board/Commission Name

\*Please note, if you wish to file an inquiry/complaint about more than one person, you must file a separate form (and any attachments) for each person.

Please describe the facts that you believe constitute a violation of the City of Evanston Code of Ethics in sufficient details to enable the Board of Ethics and the person who is the subject of the inquiry to understand the nature of the alleged violation. Provide as many details as possible, including names, approximate dates. If possible, please provide citations to the applicable Code of Ethics section that you believe may have been violated. Add extra sheets if needed and attach copies of any pertinent documents. A copy of this inquiry/complaint will be sent to the person who is the subject of the inquiry/complaint and may be available to the public.

  
Signature

3-3-17  
Date

I, Betty Sue Ester hereby file with the City of Evanston Ethic Board and the Law Department a complaint/questioning the action of elected officials for possibly violating of the City of Evanston Code of Ethic against the following individuals (The "Respondents")

Name of Respondents are Aldermen Delores Holmes, Peter Braithwaite, Eleanor Revelle and Mayor Elizabeth Tisdahl.

In this election the following elected officials – Aldermen Delores Holmes, Peter Braithwaite, Eleanor Revelle and Mayor Elizabeth Tisdahl-

It appears that they have violated the City of Evanston Code of Ethics, Title I Chapter 10- Board of Ethics Section 1-10-3, Section 1-1-4 (A), (B) and (C) 1- 3b(2) - 11 knowingly or willingly. Section 1-10-5 (A) and (B) when they endorsed candidates in this year consolidation election. Alderman Holmes compounded the violation when she use the City e-mail delivery to sent out her endorsement of Robin Rue Simmons for 5<sup>th</sup> Ward Alderman.

They further violated the City Ethics Code if it is true that allowing Robin Rue-Simmons to use a building that a rented by the City to run the Sunshine Program out off and which Mrs. Rue-Simmons is an employee of Sunshine Enterprises

Name of Respondent Robin Rue-Simmons

Please specify Respondent's position with the City of Evanston and or the nature of Respondent's relationship to an officer or employee of the City:

Committee member of the City Compensation committee and a member of the Minority, Women and Evanston Business Enterprise Development Committee

City Compensation

Serve on the City Compensation committee that voted to give the alderman a raise just four month before it was time to file as a candidate for alderman.

-<http://www.cityofevanston.org/assets/Compensation%20Committee%20Mtg%20Minutes%205-3-16.pdf>

Alderman Holmes vote for the raise and four month later is supporting Robin Rue – Simmons for her scat as Alderman of the 5 Ward

Minority, Women and Evanston Business Enterprise Development Committee

Servicing on the MWEBE Committee pitch the Sunshine Enterprises program to the Economic Development Committee.

Sunshine Enterprises launched a pilot Evanston-based program on September 26, 2015 serving a cohort of twenty Evanston residents. Sunshine Enterprises has hired Robin Simmons as the local liaison to help identify local entrepreneurs and to coordinate and teach the weekly entrepreneurship curriculum. The classes are taught on Saturday mornings at the Civic Center. The fall 2015 calendar of classes is attached.

At this time Ms Robin Rue-Simmons was stating in the community that she was not working for Sunshine Enterprises but was a volunteer. She also stated that if Sunshine Enterprise got funding

approved from the City she would be pick up as an employee. Which she was and continue to work for Sunshine Enterprises.

Sunshine Enterprises received from the City Funds (CDBG?) the payment of \$50,000 and reimburse to the Sunshine Enterprises in the amount of \$22,000 plus \$50,000 to fund a program to help individual with starting a business. After the first payment she became an employee, Program Manager for the – Sunshine Enterprises <http://sunshineenterprises.com/about/> - City gave \$125,000 there is no mention of that grants from the City of Evanston.. <https://cityofevanston.org/assets/2-R-17%20Grant%20Agreement%20with%20Sunshine%20Enterprises%20-%20signed.pdf> -

There is no mention of the Sunshine Enterprises program here in Evanston on the Sunshine Enterprise Website. Robin Rue- Simmons while out on the campaign trail she is tell the community that she is an employee off the sunshine Enterprise. She state in public after the first approval of the \$50,000 she would become an employee of the Sunshine Enterprise.

Tell the community that Signature Construction Serve is a viability company she has and is doing work on family homes as signature when the state says the company is Involuntary Dissolution 03-14-14 Perpetual. <https://www.ilsos.gov/corporatellc/CorporateLlcController>

The question is Robin Rue-Simmons whether Robin Rue-Simmons should be pushing her business Signature Construction Service in the community about working on project that the City is financial supporting. She work on NSP2 project and the Geometrical building partnership with the City of Evanston and Community Partner of Affordable Housing since she have been bared from using Signature Construction Service as a business name.

These are the section of the Code Ethics that I belief was violated.

## TITLE 1 - GENERAL ADMINISTRATION

### CHAPTER 10 - BOARD OF ETHICS

#### 1-10-1. - ESTABLISHMENT.

#### 1-10-2. - PURPOSE.

(C) To evaluate, make findings of fact and issue advisory opinions for the City

#### 1-10-3. - FINANCIAL DISCLOSURE AND AFFILIATION STATEMENT.

(A) Every elected official, the City Manager, the Assistant City Manager, department head, and member and executive staff of all board, commission, special committee, and every person holding a position designated by the City Council or the City Manager,

#### 1-10-4. - CODE OF ETHICS.

(A) Statement of Purpose

(B) Persons Covered By This Chapter.

(C) Standards Of Conduct.

2. Use Of Public Property.

3. Conflict Of Interest.

a. Definitions.

b. Prohibited.

(2) Abuse Of Power Of Office.

(3) Representing Private Interests Before City Bodies Or Courts

(4) Acquisition Of Interest.

(5) Incompatible Employment.

(6) Payment Contingent Upon Specific Action.

(7) Personal Interest In Legislation.

(8) Participant In Contract Making.

(9) City's Relationship With Third Parties.

(10) Transactions Involving Clients.

(11) Use Of City Property.

(12) Entities Doing Business With The City.

#### 1-10-5. - PROHIBITED POLITICAL ACTIVITIES.

(A) Definitions.

(B) Activities Prohibited.

#### 1-10-6. - PROHIBITED SOLICITATION AND ACCEPTANCE OF GIFTS.

#### 1-10-7. - DISCLOSURE OF FINANCIAL INTEREST.

(A) Financial Interest.

(B) Financial Disclosure Statement.

#### 1-10-8. - ADMINISTRATION OF CODE.

(A) The Board of Ethics established pursuant to Section 1-10-1 of this Chapter, shall be responsible for interpreting and proposing revisions to the Code of Ethics.

# Holmes endorses Simmons in race

By KRISTINA KARISCH  
THE DAILY NORTHWESTERN  
@kristinakarisch

Al DeLore Holmes (th) announced her endorsement of Robin Rue Simmons, a candidate for 5th Ward alderman, on Thursday.

Holmes, who is not running for reelection, said she decided to endorse Simmons after listening to all five candidates for the position present their policy ideas in a series of forums over the past few weeks.

In a statement addressed to residents of the 5th Ward,

Holmes praised Simmons' preparedness.

"She is always professional," the statement reads. "She has educated herself on the issues. She knows and understands the Ward and its residents. She is easy to engage with, open to partnering with others and is inclusive, effective, informal and willing to work with everyone."

Holmes told 'The Daily that she was impressed with Simmons' regular attendance at ward and council meetings, as well as her work with Sunshine

• See FIFTH, page 6

## FIFTH From page 1

Enterprises, an organization that provides training in business management and development to local entrepreneurs. She added that Simmons had come to her for advice when she first announced her run. Simmons views Holmes' endorsement as the most important one she will get during her campaign.

"She has served in this capacity so well for so many years," Simmons said. "To get her approval to build on all the great work that she's done meant a lot."

Simmons added that if elected, she will continue to look to Holmes as a resource and adviser, leaning on her many years of experience as an alderman.

Her focus as alderman would be to increase jobs and small business support in the ward, Simmons said, as well as redistributing funds for affordable housing support to increase homeownership.

"We have a need for additional opportunities for affordable housing for seniors," Simmons said. "That is something that is at the top of my list of priorities."

There are four other candidates running against Simmons for the position of alderman: Misty Featherberg, Curtis Sutton, Carolyn Murray and Daniel Featherberg.

Several candidates are focusing their platforms on affordable housing and economic development in the ward.

Whenberg said she would center her work on providing social mobility for working families, prioritizing policies to ensure family stability and help single parents.

"There are so many tradeoffs that families are making all the time, and I want to make sure that I'm giving city leaders and Evanston at large a real opportunity to understand them," Whenberg said. At a forum held on Feb. 4 by the League of Women Voters of Evanston, Murray said she would help make sure housing is affordable for those trying to settle in Evanston by reviving the "first-time buyer program."

The program, which Murray used to buy her first house when she moved back to Evanston, was designed to help individuals purchase their first house in Evanston.

At the same forum, other 5th Ward candidates spoke about raising the minimum wage in Evanston to help with economic development and housing.

"More people would be able to live in Evanston if they had a 'livable wage' to afford higher rents," Sutton said.

He added that his concerns lie with rising rent prices, and he thinks higher wages would be able to combat this issue. Echoing the other candidates' calls for investment into the Ward, Featherberg said he would use his experience in real estate to bolster investment in the ward and its residents.

"That's where I think I can come in," Featherberg said. "(I would) get people to invest into our community, which is a very strong and prosperous community as a whole."

Residents will vote for 5th Ward candidates on Feb. 28. If no candidate reaches more than 51 percent of the vote, the top two will move on to the general election in April.

kristinakarisch2023@lnorthwestern.edu

# gigjo's pizze

Evanston's

online & get rewards [www.gigjos.com](http://www.gigjos.com)

1001 Davis St, Evanston

SIDE: Around Town 2 | On Campus 3 | Opinion 4 | Classifieds

# ROBIN

FOR 5th WARD ALDERMAN

Together We Win



## ENDORSED BY

Mayor  
Elizabeth Tisdahl  
Alderman  
Deloris Holmes  
Alderman  
Peter Braithwaite  
Alderman  
Eleanor Revello  
Former Alderman  
Jana Grover  
Hecky Powell  
Leon Robinson  
Firefighters Union 727  
Reclaim Chicago

### PROVEN LEADER & BUSINESS ADVOCATE

- 18 Years Small Business Experience
- Minority, Women & Evanston Business Enterprise Development Committee Member
- Shaped Policy for Local Employment Program

### COMMUNITY BUILDER

- Constructed over 20 homes under NSP2 Grant
- Generated business opportunities in our Ward
- Founder and President of my block club

### INNOVATIVE

- Secured Library Grant from Chicago Community & Trust
- Transformed lives working with local community groups

Learn more at [friendsofrobin.com](http://friendsofrobin.com)

# ROBIN ON THE ISSUES

### Neighborhood Safety:

As your alderman, I will continue to make violence prevention in our community my top priority. I will also add more streetlights throughout the Ward to improve safety and visibility on our blocks at night.

### Economic Development:

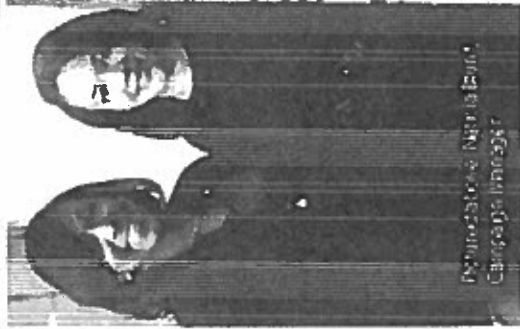
As your alderman I will bring my experience as a small business owner and entrepreneur to city council. I will work with business districts to modernize their storefronts. I will work to attract businesses that will increase the tax base and create quality jobs for our Community. Together we will improve our local economy.

### Families:

I will prioritize enrichment and resources for young parents, seniors, and individuals with visible and invisible disabilities.

### Affordable Housing:

As your alderman, I will work with our City Council and staff to expand the options offered to families and seniors seeking affordable housing. I want to increase our number of homeowners and expand rental assistance programs.



Foundations: Maria Burt  
Chicago Tribune



Fw: 5th Ward Endorsement

----- Forwarded Message -----

From: Delores Holmes <cityofevanston@public.govdelivery.com>

To: bbofs@yahoo.com

Sent: Tuesday, February 14, 2017 11:44 AM

Subject: 5th Ward Endorsement



Morton Civic Center  
2100 Ridge Ave.  
Evanston, IL 60201  
Call or Text us at 847-448-4311  
[communications@cityofevanston.org](mailto:communications@cityofevanston.org)

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Endorsement

**Subject:** 5th Ward Endowment

**From:** Delores Holmes (cityofevanston@public.govdelivery.com)

**To:** bbofs@yahoo.com;

**Date:** Tuesday, February 14, 2017 11:45 AM



City of  
**Evanston**

Morton Civic Center  
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Evanston, IL 60201  
Call or Text us at 847-448-4311  
[communications@cityofevanston.org](mailto:communications@cityofevanston.org)

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**Attachments**

- [Endorsement.jpg \(539.52KB\)](#)



Dear Fifth Ward Residents:

In May of this year, my time as Alderman of the Fifth Ward will come to an end. Thanks to all of you, it has been an engaging and inspirational journey and I'm excited to slow down a bit and focus on family, friends and me!

Many of you have asked me who you should vote for in the upcoming election and so, before early voting starts, I wanted to share with you who I feel is the most qualified candidate running.

In 2009, when I began my second term as Alderman, I made a list of things that I thought would be helpful to anyone who wanted to serve as an Alderman.

1. Get involved with your block and neighbors; form a block club if you don't already have one.
2. Join one of the City's many boards or committees; there's something there for everyone.
3. Attend the monthly City Council meetings or one of the standing Committee meetings.
4. Attend monthly Ward and block club meetings to provide input and receive information.
5. Keep up with the issues, whether City or Ward, by staying in touch with the current Alderman.

I felt then, and still feel today, that engaging this way would provide anyone a good foundation to understanding the role of being an Alderman.

We have five candidates running and just like you, I have to decide who will get my vote. I have listened to and observed all of the candidates at the forums, I know each of them, and have worked with all - some more than others.

After much consideration and lots of prayer, I am pleased to announce my endorsement of Robin Rue.

#### **Why Robin?**

Because I think she is the most prepared candidate. She is always professional. She has educated herself on the issues. She knows and understands, the Ward and its residents. She is easy to engage with, open to partnering with others, and is inclusive, effective, informed, and willing to work with everyone.

I am inspired by her passion, energy, youth, and her love of the Ward and its residents.

**For these reasons, Robin gets my vote!**

Sincerely,

**Alderman Delores Holmes**

**Subject:** Fwd: Promo for forum  
**From:** Delores Holmes (cityofevanston@public.govdelivery.com)  
**To:** bbofs@yahoo.com;  
**Date:** Monday, February 20, 2017 10:52 AM

FYI

Delores A. Holmes  
Alderman, 5th Ward  
dholmes@cityofevanston.org  
847-373-2965  
Dial 311 for non-emergency City services  
Together We Will Get It done!

----- Forwarded message -----

**From:** Monte Dillard <poimendillard@gmail.com>  
**Date:** Mon, Feb 20, 2017 at 8:11 AM  
**Subject:** Promo for forum  
**To:** dholmes@cityofevanston.org

Pastor Monte' L. G. Dillard, Sr.  
Sent from my iPhone



City of  
**Evanston**

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Evanston, IL 60201  
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## Attachments

- IMG\_9406.JPG (269.63KB)

# Evanston Own It



Serving Evanston With  
Integrity and Accountability

## **Evanston Own It Presents Its First Candidate Forum Featuring Candidates for Alderman of The 5th Ward**

Daniel Featherson



Carolyn Murray



Robin Rue



Carlis Sutton



Misty Witenberg



**Monday February 20, 2017 6:30pm  
At the  
Christ Temple Missionary Baptist Church  
1711 Simpson Street Evanston IL 60201**

*Reverend Kenneth E. Cherry Sr., Host Pastor*

Rev. Monte Dillard  
Pastor, First Church of God  
Forum Moderator

Dr. Patricia Ffiom  
Evanston Own It Convener

**(02) Funding Support and Reimbursement to Sunshine Enterprises**

Staff and the Economic Development Committee recommend: 1) reimbursement of \$22,500 to Sunshine Enterprises for completing the spring 2016 Community Business Academy cohort and; 2) approval of funding for the fall 2016 cohort in an amount not to exceed \$50,000 to help facilitate business creation opportunities for primarily low- and moderate-income Evanston residents. Staff recommends utilizing funds from the Community Development Block Grant Economic Development Fund (Account No. 215.21.5260.63064) (revolving loan fund and entitlement).

**For Action**

**RULES COMMITTEE****(03) Ordinance 107-O-16, Consolidating the City of Evanston Sign Review and Appeals Board into the Design and Project Review Committee**

City staff recommends approval of Ordinance 107-O-16 to consolidate the powers and duties of the Sign Review and Appeals Board (SRAB) into the powers and duties of the Design and Project Review Committee. The ordinance also eliminates the SRAB.

**For Introduction**

**(04) Ordinance 78-O-16, Amending the City Code to Eliminate the Ladd Arboretum Committee and Consolidating its Functions into the Environment Board**

The Rules Committee and staff recommends City Council adopt Ordinance 79-O-16, which amends City Code Title 2, Chapter 10 – Environment Board to eliminate the Ladd Arboretum Committee and consolidate its functions into the Environment Board. Rules Committee approved this Ordinance at its August 1, 2016 meeting.

**For Action**

**(05) Ordinance 79-O-16, Amending Portions of the City Code Revising the Mental Health Board**

The Rules Committee and staff recommends City Council adopt Ordinance 79-O-16, which amends City Code Title 2, Chapter 6 – Mental Health Board by revising the “Purpose” and “Powers and Duties” sections. Rules Committee approved this Ordinance at its August 1, 2016 meeting.

**For Action**

**(06) Ordinance 80-O-16, Amending Portions of the City Code Creating an Economic Development Committee**

The Rules Committee and staff recommend City Council adopt Ordinance 80-O-16, which amends City Code Title 2, Chapter 12 – Economic Development Committee by revising the “Purpose” and “Powers and Duties” sections. Rules Committee approved this Ordinance at its August 1, 2016 meeting.

**For Action**

(07) **Ordinance 103-O-16, Amending Portions of the City Code Codifying the Housing and Community Development Act Committee**

The Rules Committee and staff recommend City Council adopt Ordinance 103-O-16, which amends City Code Title 2, Chapter 14 – Housing and Community Development Act Committee by revising the "Membership" section. Rules Committee approved this Ordinance at its August 1, 2016 meeting.

**For Action**

(08) **Ordinance 63-O-16, Setting Compensation for Members of the Evanston City Council Following the Report and Recommendations of the Compensation Committee**

The Compensation Committee recommends the City Council adopt ordinance 63-O-16 setting compensation for the Evanston City Council for the time period May 1, 2017 through April 30, 2021. The Ordinance reflects the recommendation of the Compensation Committee which specified a salary increase to \$15,990 annually for the Aldermen. There would be no other increases during the four year period.

**For Action**

(09) **Ordinance 64-O-16, Setting Compensation for the City Clerk Following the Report and Recommendations of the Compensation Committee**

The Compensation Committee recommends the City Council adopt ordinance 64-O-16 setting compensation for the City Clerk for the time period May 1, 2017 through April 30, 2021. The Ordinance reflects that the salary increase for the City Clerk will be equal to the same increase that non-union city employees receive each year for the four year period.

**For Action**

## **APPOINTMENTS**

**(APP1)For Appointment to:**

Library Board

Adam Goodman

**For Action**



## **RULES COMMITTEE**

**(03) Resolution 61-R-16, Amending City Council Rules, Section 27, "Ward Communication Policy" and Adding Section 28 "Technology Allowance"**

The Rules Committee and staff recommend City Council adopt Resolution 61-R-16, amending City Council Rule Section 27, "Ward Communication Policy" and adding City Council Rule Section 28, "Technology Allowance." In order for City staff to be timely in their assistance to City Council with ward communication, changes are being requested to Section 27 in the Council Rules. The revisions to Section 27 speak to the Ward Communications policy previously approved by the Rules Committee in 2013. In addition, Section 28 is being added to the Council Rules providing a \$75.00 per month technology allowance to the Mayor and Alderman to assist with the costs of high-speed internet, a mobile phone device/service or other communication needs.

**For Action**

**(04) Ordinance 63-O-16, Setting Compensation for Members of the Evanston City Council Following the Report and Recommendations of the Compensation Committee**

The Compensation Committee recommends the City Council adopt ordinance 63-O-16 setting compensation for the Evanston City Council for the time period May 1, 2017 through April 30, 2021. The Ordinance reflects the recommendation of the Compensation Committee which specified a salary increase to \$15,990 annually for the Aldermen. There would be no other increases during the four year period.

**For Action**

**(05) Ordinance 64-O-16, Setting Compensation for the City Clerk Following the Report and Recommendations of the Compensation Committee**

The Compensation Committee recommends the City Council adopt ordinance 64-O-16 setting compensation for the City Clerk for the time period May 1, 2017 through April 30, 2021. The Ordinance reflects that the salary increase for the City Clerk will be equal to the same increase that non-union city employees receive each year for the four year period. Clerk Greene requests continuance of Ordinance 64-O-16 for Introduction by City Council to September 12, 2016.

**For Action**

**(06) Ordinance 65-O-16, Setting Compensation for the Mayor Following the Report and Recommendations of the Compensation Committee**

The Compensation Committee recommends the City Council adopt ordinance 65-O-16 setting compensation for the Mayor for the time period May 1, 2017 through April 30, 2021. The Ordinance reflects the recommendations of the Compensation Committee which specified a salary increase to \$25,317 annually for Mayor. There would be no other increases during the four year period.

**For Action**

**(O5) Approval of Storefront Modernization Program Application for Sketchbook Brewing Company, 821 Chicago Avenue**

The Economic Development Committee and staff recommend approval for financial assistance, through the Storefront Modernization Program, to Sketchbook Brewing Company at 821 Chicago Avenue in an amount not to exceed \$2,319.83. Funding is provided by the Economic Development Fund's Business District Improvement Account (225.21.5300.65522).

**For Action**

**(O6) Resolution 118-R-15, Evanston Entrepreneurship Support for Sunshine Enterprises**

Staff and the Economic Development Committee recommend City Council approve Resolution 118-R-15 authorizing the City Manager to negotiate and execute a grant agreement with Sunshine Gospel Ministries, an Illinois not-for-profit corporation, d/b/a "Sunshine Enterprises" for an amount not to exceed \$50,000 to help facilitate business creation opportunities for primarily low- and moderate-income Evanston residents. Funding is provided by the Community Development Block Grant's Economic Development Fund (215.21.5260.63064), which has \$275,457.33 reserved for economic development projects.

**For Action**

**MEETINGS SCHEDULED THROUGH JANUARY 11, 2015**

**Upcoming Aldermanic Committee Meetings**

Wed, Dec 16	6:30 pm	M/W/EBE Advisory Committee
Fri, Dec 18	7 am	Housing & Homelessness Commission
Mon, Jan 4	6 pm	Rules
Mon, Jan 4	7:30 pm	Human Services
Thurs, Jan 7	7 pm	Housing & Homelessness Commission
Mon, Jan 11	6 pm	A&PW, P&D, City Council

*Information is available about Evanston City Council meetings at: [www.cityofevanston.org/citycouncil](http://www.cityofevanston.org/citycouncil). Questions can be directed to the City Manager's Office at 847-866-2936. The City is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the City Manager's Office 48 hours in advance so that arrangements can be made for the accommodation if possible.*



## **ECONOMIC DEVELOPMENT COMMITTEE**

Wednesday, December 2, 2015 – 7:00pm

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

### **AGENDA**

#### **1. CALL TO ORDER / DECLARATION OF QUORUM**

#### **2. APPROVAL OF MEETING MINUTES OF October 28, 2015**

#### **3. ITEMS FOR CONSIDERATION**

- A. Storefront Modernization Grants
  - a. CDG Real Estate Development Located at 2200 Green Bay Road
  - b. Dance Center Evanston Located at 1934 Dempster Street
  - c. Sketchbook Brewing Company Located at 821 Chicago Avenue
  - d. 1806 Church Street LLC, Located at 1806 Church Street
- B. Financial Assistance for Entrepreneurial Support Partnership with Sunshine Enterprises
- C. Annual Downtown Evanston Funding Request

#### **4. COMMUNICATIONS**

- A. Monthly Economic Development Communication
- B. Real Estate Transfer Tax Report
- C. Announcements/Updates from EDC Members

#### **5. ADJOURNMENT**

***Order of Agenda Items is subject to change. Information about the Economic Development Committee is available at [http://www.cityofevanston.org/economicdev\\_special-council-committees/economic-development-committee/index.php](http://www.cityofevanston.org/economicdev_special-council-committees/economic-development-committee/index.php). Questions can be directed to Johanna Leonard at 847.448.8014. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the City Manager's Office 48 hours in advance of the scheduled meeting so that accommodations can be made at 847-448-8683 (Voice) or 847-448-8064 (TTY).***



## Memorandum

To: Chair and Members of Economic Development Committee

From: Paul Zalmezak, Senior Economic Development Coordinator  
Kevin Brown, Community Services Manager

Subject: Sunshine Enterprises Evanston Entrepreneurship Support

Date: October 22, 2015

### Discussion

On September 2, 2015, staff presented a workforce development vision to the Economic Development Committee recognizing that the City's comprehensive approach to Workforce Development can be strengthened, building off of the success of the Mayor's Summer Youth Employment Program, the Career Pathways partnership with Youth Job Center, and Curt's Café skills training. In addition to "earn and learn" workforce development models in eight key industries (IT, Sales, Business & Financial, Healthcare, Office & Administrative, Transportation, Food Service, and Manufacturing) staff recommended further exploration of minority-led and minority-focused entrepreneurship training.

Entrepreneurship is a key pathway to economic growth and an alternative route for those who may not be a good fit for job placement in traditional corporate "9 to 5" or small business environments. Staff has identified an entrepreneurship training and coaching program offered by Sunshine Enterprises that has the potential to launch Evanston-based startups founded by our targeted population. The program "supports women, minorities, immigrants and other traditionally marginalized populations to start and grow successful businesses by investing in the entrepreneurial spirit that already exists in distressed communities."

Sunshine Enterprises has implemented a successful launch of the Rising Tide Capital Community Business Academy program in Chicago's Woodlawn Neighborhood. As summarized on the Rising Tide Capital website, "*The Community Business Academy (CBA) is an intensive course in basic business management and planning, where entrepreneurs gain hands-on familiarity with the fundamental concepts, tools, and skills needed to plan and run a successful business. The Community Business Academy is designed specifically for the start-up entrepreneur with little or no business experience or someone in the process of growing a micro-business.*"

The program is offered three times annually in ten week sessions to cohorts of up to 20 budding entrepreneurs. Those entrepreneurs who show promise and growth potential receive additional ongoing support beyond the ten weeks. The estimated cost of each ten week cohort is approximately \$50,000 depending upon the number of participants. The program has successfully launched in a number of cities with funding support from a variety of sources.

Sunshine Enterprises launched a pilot Evanston-based program on September 26, 2015 serving a cohort of twenty Evanston residents. Sunshine Enterprises has hired Robin Simmons as the local liaison to help identify local entrepreneurs and to coordinate and teach the weekly entrepreneurship curriculum. The classes are taught on Saturday mornings at the Civic Center. The fall 2015 calendar of classes is attached.

Representatives of Sunshine Enterprises will introduce the Sunshine Enterprise and local service provider team to the Economic Development Committee on October 28<sup>th</sup>. It will also be an opportunity to hear from the participants in the program who will have had a month of training and coaching. In addition, staff would like to recommend discussing with Sunshine Enterprises their need for a funding partnership with the City of Evanston and the potential to use Gibbs Morrison Cultural Center as the headquarters for the program. A co-working component (i.e. shared work space) within an existing small office in Gibbs Morrison could evolve as companies launch from this program and need support space to grow their business.

Attachment

- Sunshine Enterprises Community Business Academy Calendar
- Sunshine Enterprises Community Business Academy Brochure



## **ECONOMIC DEVELOPMENT COMMITTEE**

Wednesday, October 28, 2015 – 7:30pm

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

### **AGENDA**

#### **1. CALL TO ORDER / DECLARATION OF QUORUM**

#### **2. APPROVAL OF MEETING MINUTES OF September 2, 2015**

#### **3. ITEMS FOR CONSIDERATION**

- A. Approval of Meeting Dates for the Economic Development Committee for 2016
- B. Storefront Modernization Program – Dave's Rock Shop at 711 Main Street
- C. Memorandum of Understanding for Howard Street Theatre

#### **4. ITEMS FOR DISCUSSION**

- A. Presentation from Sunshine Enterprises on Entrepreneurial Support in Evanston

#### **5. COMMUNICATIONS**

- A. Monthly Economic Development Communication
- B. Quarterly Economic Development Report
- C. Real Estate Transfer Tax Report
- D. Announcements/Updates from EDC Members

#### **6. ADJOURNMENT**

***Order of Agenda Items is subject to change.*** Information about the Economic Development Committee is available at [http://www.cityofevanston.org/economicdev\\_special-council-committees/economic-development-committee/index.php](http://www.cityofevanston.org/economicdev_special-council-committees/economic-development-committee/index.php). Questions can be directed to Johanna Leonard at 847.448.8014. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the City Manager's Office 48 hours in advance of the scheduled meeting so that accommodations can be made at 847-448-8683 (Voice) or 847-448-8064 (TTY).



## Memorandum

To: Chair and Members of Economic Development Committee

From: Paul Zalmezak, Acting Economic Development Manager  
Kevin Brown, Community Services Manager

Subject: Evanston Workforce Development Program Vision for 2016

Date: August 27, 2015

### Discussion

Attached is the draft Evanston Workforce Development Program Vision for 2016, summarizing Economic Development and Youth & Young Adult Divisions vision for strengthening Evanston's workforce development initiatives. Staff is seeking Economic Development Committee member feedback as we further define the programs outlined and potentially seek future funding.

### Attachment

Evanston Workforce Development Program Vision for 2016

The City's Workforce Development Programs and Partnerships are having an impact. Since 2012, summer employment for Evanston youth has increased from 160 jobs per summer to more than 550 jobs in 2015. More than 70 residents have participated in the Building Career Pathways to Sustainable Employment Program and 80% of them have obtained permanent employment. And Northwestern University is on target to meet its goal of hiring 25 residents. Residents have also completed the training requirements for the Curt's Café, Truck Driver Training and Certification, and the Transportation Construction Apprenticeship Readiness Training Programs. In all more 650 residents are served each year. These programs support the core objective of economic growth by creating synergies across varied workforce development initiatives that are meeting individual and organizational needs.

Moving forward, staff believes that the City's comprehensive approach to Workforce Development can be strengthened. There are a number of additional initiatives that can increase the City's number of sector and place-based employer strategies. These initiatives will also enhance the short and long term training programs and create greater customization for individual job seekers and employers.

Funding sources for Evanston Workforce Development, including CDBG, General Fund, and Economic Development Fund should be explored to: 1) support local city businesses and agencies that increase skill and educational attainment for Evanstonians, 2) to find and retain employment, and 3) support local economic growth by helping to close local workforce skills gaps to meet the needs of growing in-demand industries.

Staff is recommending that funding focus on supporting "earn and learn" workforce development models in eight target areas that are based upon the Chicago Cook Workforce Partnership (Partnership) – "Where are the jobs in Cook County?" 2015 Report. These areas would form the foundation of a City of Evanston supported workforce development program. They are: 1) IT 2) Sales, 3) Business & Financial, 4) Healthcare, 5) Office & Administrative, 6) Transportation, 7) Food Service, and 8) Manufacturing.

Earn and learn strategies help employers to address skill shortages by training new workers in job specific skills and protocols while receiving partial reimbursement for employee wages. Employers are able to hire employees based upon fit and attitude, and employees are able to earn a wage as they train. This model benefits the public by investing tax dollars into local businesses and citizens.

According to the Partnership report, in the first quarter of 2015 there were nearly 180,000 job postings in the eight occupational groups. Also, listed among the top 20 Cook County employers were local employers Presence Health, Northwestern University, CVS Caremark, Whole Foods Market Inc., and Northshore University Health System.



To support these trends, staff would like to further explore potential funding and the launching of four new workforce development initiatives that have the potential to strengthen the City's Workforce Development foundation and advance the work already highlighted above. The proposed initiatives are:

1. Evanston Small Business Workforce Development Program
2. Pre-Apprentice Support
3. Minority-led Entrepreneurship Training and Co-Working
4. Code Evanston

### **1. Evanston Small Business Workforce Development Program**

Evanston-based small businesses of 20 or fewer employees in the Partnership's eight targeted industry areas are eligible to apply for funding. The applicant would be eligible for one round of funding annually and capped at \$15,000. This funding level would support up to five participants per business at \$3,000 maximum per trainee. Business owners with multiple businesses or businesses with multiple locations would be eligible for the maximum of \$15,000 to be allocated amongst multiple locations. The business is reimbursed once the training participant is placed in a job for at least 90 days. Applicants would propose their own "earn and learn" job training model which provides opportunities for grassroots creative approaches to training.

### **2. Evanston Pre-Apprentice Support Program**

Construction jobs provide low-income adults opportunities to enter the middle class according to the Aspen Institute's report: [A solid foundation: Key Capacities of Construction Pre-Apprenticeship Programs](#). However, the path to quality construction jobs, including apprenticeships, is often difficult for those unfamiliar with the industry. Construction pre-apprenticeship training programs, which train people for entry-level construction jobs, provide a way for contractors, unions and industry associations to improve the workforce to meet current demand.

In the Chicagoland labor market, pre-apprenticeship training is the only pathway to union membership for the most marginalized of the labor force – and the greatest opportunity to employ Evanstonians through contractors who are working on large scale projects such as Northwestern University and Chicago/Main. The proposed Evanston Pre-Apprentices Support Program would subsidize the wage of participants as they work in pre-apprentice status earning the skills necessary to become unionized. The City of Evanston would partner with interested trades contractors (i.e. carpentry, flooring, plumbing, etc.) to identify qualifying participants. Staff is in preliminary conversations with Power Construction to further define the program details. Next steps include defining a process for identifying qualified candidates and contractors, and defining the process for determining the level of wage subsidy and the method for distributing wages.

### **3. Minority-led Entrepreneurship Training and Co-Working**

Bloomberg reports; "although minorities represent roughly 27% of the U.S. population, minority-owned outfits represent just 14% of U.S. businesses". Entrepreneurship is a key pathway to economic growth and an alternative route for those who may not be a good fit for job placement in traditional corporate "9 to 5" or small business environments. Staff has identified an entrepreneurship training and coaching program that has the potential to launch Evanston-based startups founded by our targeted population.

Staff is researching a potential partnership with Sunshine Enterprise to launch an Evanston-based program with local Evanston participant program leaders and program participants. Sunshine has implemented a successful launch of the Rising Tide Capital program in Chicago's Woodlawn Neighborhood. The program "supports women, minorities, immigrants and other traditionally marginalized populations to start and grow successful businesses by investing in the entrepreneurial spirit that already exists in distressed communities."

In summary, the program is offered three times annually in ten week sessions to cohorts of up to 20 budding entrepreneurs. Those entrepreneurs who show promise and growth potential receive additional ongoing support beyond the ten weeks. Staff proposes Gibbs Morrison Cultural Center be the headquarters for the program. A co-working component (i.e. shared work space) within an existing small office in Gibbs Morrison could evolve as companies launch from this program and need support space to grow their business.

The program is in planning stages and is preliminary scheduled to launch in Evanston at the end of September. Staff proposes returning to Economic Development Committee on October 28<sup>th</sup> to introduce the Sunshine Enterprise and local service provider team. It will also be an opportunity to hear from the participants in the program who will have had a month of training and coaching. The estimated cost of each ten week cohort is approximately \$50,000 depending upon the number of participants. The program has successfully launched in a number of cities with the support of public/private funding agreements.

### **4. Code Evanston**

The media has documented the talent shortage in web / tech fields. A quick google search reveals articles all over the country focused on skill gaps and talent shortages. In a recent Burning Glass International job market analytics report for the period July 1, 2014 – June 30, 2015, there were over 900 job postings for information technology jobs in Evanston. Skills in greatest demand included SQL, JavaScript, Microsoft C#, Microsoft Windows, and .NET Programming.

A number of web development/coding "boot camps" have emerged in recent years to provide intensive training to individuals with varying degrees of experience, or lack thereof. The media often features middle aged career changers who have successfully transitioned to the tech field in addition to young recent college grads who had difficulty finding jobs in traditional industries.

Chicago alone has over 18 boot camps, including several offered by universities, according to [switchup.org](http://switchup.org). Northwestern University offers the Master of Science in Predictive Analytics (MSPA) program. Established in 2011, it is a fully online part-time graduate program, one of the first to offer dedicated training in data science. These programs are generally expensive. [Coursereport.com](http://Coursereport.com) reports the average cost of a web development boot camp is approximately \$10,000 for a 10 week course.

Based on the high demand for skills, the low supply of trained individuals and the relative expensive cost of boot camps, staff is exploring an alternative web based training model with periodic "meet up" support group led by a local coding expert, or group of experts.

Staff is in preliminary conversations with [Treehouse](http://Treehouse.com) about a "Code Evanston" initiative designed to prepare recent Evanston high school or college graduates and career changers for job placement in tech fields. Through the economic development fund, the City of Evanston could support a "Code Evanston" initiative by purchasing or subsidizing the cost of web based coding licenses and/or the cost of the local coding expert. Treehouse has proposed donating one license to District 202 for every one purchased through the economic development fund.

The estimated cost of the program is \$50,000 to \$100,000 depending on the number of students served. Staff will continue to research other programs and determine the demand level for this type of service. Staff will further explore cost sharing partnerships with the Evanston's business community who could directly benefit from the increased talent pool and/or retraining of existing employees.

## **Conclusion**

Evanston has a solid Workforce Development foundation and strong community partners. Northwestern University's role in Evanston workforce development has magnified with its recently announced construction pre-apprenticeship program partnership with the City. As the economy has improved in recent years, storefront vacancies have declined, and new development underway, this is a great opportunity to focus economic development efforts to further strengthen Evanston's workforce through the comprehensive sector and place-based employer approach outlined in this report.

For Economic Development Committee meeting of September 2, 2015 Item: 3C  
Appointment of Liaison member from the Economic Development Committee to  
the M/W/EBE Committee  
For Consideration



## Memorandum

To: Chair and Members of the Economic Development Committee

From: Wally Bobkiewicz, City Manager  
Paul Zalmezak, Acting Economic Development Manager

Subject: Appointment of Liaison member from the Economic Development  
Committee to the M/W/EBE Committee

Date: August 25, 2015

### Summary:

The Evanston Minority/Women/Evanston Business Enterprise Development (M/W/EBE) Committee is seeking a member of the Economic Development Committee to serve on the committee.

### Background:

The M/W/EBE Committee's purpose is to identify and assess the needs of the M/W/EBE community on a regular basis and to develop a program to address the established needs of the M/W/EBE community. The committee includes a Housing and Community Development Committee representative, an Economic Development Committee Representative, an Evanston Chamber of Commerce Representative, Four members from the local business community, and two citizens at large.

The committee meets on the third Wednesday of each month at 6:30 P.M. at the Lorraine H. Morton Civic Center - Aldermanic Library and reports to the Administration and Public Works Committee.

Alderman Peter Braithwaite is the chair of the committee. Alderman Brian Miller serves on the committee along with members Stephen Boyd, Robin Simmons, Mahnia Nematollahi Mahani, William Smith, Jr, Donna Su, Paul Mark Wallace, and Kathleen Brooks representing the Evanston Chamber of Commerce.

Staff to the committee includes City Manager Wally Bobkiewicz; Tammi Turner, Purchasing Manager; Sharon Johnson, Business Workforce Compliance Coordinator; and Janella Hardin, Administrative Secretary.



## **PUBLIC NOTICE OF A MEETING**

### **Mayor's Compensation Committee**

**TUESDAY, MAY 17, 2016**

**10:30 AM**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
Room 2402**

#### **AGENDA**

- I. CALL TO ORDER: Alvin Telser, Chair**
  
- II. APPROVAL OF THE MINUTES**
  
- III. DISCUSSION OF POTENTIAL SALARY AND BENEFITS  
RECOMMENDATIONS FOR 2017**
  
- IV. NEXT MEETING**
  
- V. ADJOURNMENT**



## **PUBLIC NOTICE OF A MEETING**

### **Mayor's Compensation Committee**

**TUESDAY, MAY 3, 2016**

**10:30 AM**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
Room 2402**

#### **AGENDA**

- I. CALL TO ORDER: Alvin Telser, Chair**
- II. APPROVAL OF MINUTES OF THE APRIL 19, 2016 MEETING**
- III. REVIEW OF COMPARATIVE DATA COLLECTED BY STAFF (cont'd)**
- IV. DISCUSSION OF POTENTIAL SALARY AND BENEFITS RECOMMENDATIONS FOR 2016**
- V. ADDITIONAL AREAS TO EXPLORE**
- VI. OTHER**
- VII. NEXT MEETING**
- VIII. ADJOURNMENT**



## **PUBLIC NOTICE OF A MEETING**

### **Mayor's Compensation Committee**

**TUESDAY, MAY 3, 2016**

**10:30 AM**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
Room 2402**

#### **AGENDA**

- I. CALL TO ORDER: Alvin Telser, Chair**
- II. APPROVAL OF MINUTES OF THE APRIL 19, 2016 MEETING**
- III. REVIEW OF COMPARATIVE DATA COLLECTED BY STAFF (cont'd)**
- IV. DISCUSSION OF POTENTIAL SALARY AND BENEFITS RECOMMENDATIONS FOR 2016**
- V. ADDITIONAL AREAS TO EXPLORE**
- VI. OTHER**
- VII. NEXT MEETING**
- VIII. ADJOURNMENT**



## MAYOR'S COMPENSATION COMMITTEE

### MEETING MINUTES

Tuesday, April 19, 2016, 10:30 AM  
Civic Center, 2100 Ridge Avenue, Room #2402  
Evanston, Illinois 60202

Members Present: Alvin Telser, Chair  
Sue Calder  
Todd Kihm  
Robin Simmons

Staff Present: Erika Storlie, Deputy City Manager

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### DECLARATION OF QUORUM

Chairman Telser called the meeting to order at 10:35 AM. All Committee members were present.

Minutes of the April 5, 2016, meeting were distributed and approved.

Deputy City Manager Storlie distributed memos she had prepared in response to the Committee's earlier request for data on several topics:

- The annual budget and Full-Time Equivalent (FTEs) for the City Clerk's office from 2001 through 2015.
- Total health insurance expenditures for the City Clerk and City Council members in 2016. This memo also provided the individual and City contributions, *on a monthly basis*, for each of the four health plans offered to City employees.
- Three tables showing the total annual cost of a) keeping City Council stipends as they are; b) increasing stipends to \$20,000; and, c) increasing stipends to \$25,000.

In summary –

- The City Clerk's Office's annual budget has averaged about \$213,000 over the past 15 years. There has been an upward trend over the past five years. Currently the City Clerk's Office has two FTEs in addition to the Clerk.
- Of the eleven elected officials, eight avail themselves of one of the City's health insurance plans. The average City contribution for coverage of each is about \$13,000, a total of approximately \$125,000 annually.
- The additional cost to the City of increasing aldermanic stipends to the above-mentioned levels would be about \$195,000 or \$244,000, respectively.

The City Clerk provided to the Committee a detailed list of activities and responsibilities to be carried out by his office.

With all of this information in hand, the Committee's discussion turned to the whether we should recommend for the aldermen a cost-of-living (COLA) increase for the coming year, as has been the case over much of the recent past, or an increase in their stipends to about \$20,000. Committee members offered well-considered arguments for each of these two approaches. An increase much larger than a COLA increase would seem to be out of line with standard practices within the City of Evanston, in municipal governments in general, and in the private and not-for-profit sectors. On the other hand, larger increases would provide two advantages: 1) A large increase would better recognize the substantial contributions of our aldermen in



making Evanston a desirable place to live, thus adding to its economic growth and development; and, 2) A large stipend increase could make serving as alderman seem less of an economic burden to anyone considering running for a seat on the City Council.

A suggestion was made that one possible way to increase City Council member stipends would be to offer the health insurance benefit in the form of a "cafeteria of benefits." Some employers offer such benefits packages. City staff will look into this approach as a possible means of increasing stipends.

The next meeting of the Committee will be on Tuesday, May 3, 2016, at 10:30 AM. These minutes and the agenda will be posted on the City Website at least 48 hours prior to that meeting.

### **ADJOURNMENT**

A motion was made and seconded to adjourn the meeting, which was adjourned at 11:55 AM.

Respectfully Submitted,  
Alvin Telser, Chair



# Memorandum

To: Members of the Compensation Committee  
From: Wolf Peddinghaus, Management Analyst  
Subject: City of Evanston City Clerk Tenure  
Date: April 28, 2016

Summary:

The current City Clerk for the City of Evanston is the Honorable Rodney Greene.

Clerk Greene first became City Clerk in June of 2008 when he was appointed to the position following the resignation of then City Clerk, Mary Morris.

In April 2009, Clerk Greene was elected City Clerk. He was re-elected in April 2013.



# Memorandum

**To:** Members of the Compensation Committee

**From:** Erika Storlie, Deputy City Manager/Administrative Services Director  
Wolf Peddinghaus, Management Analyst

**Subject:** Historical Salary Increases of City of Evanston City Council Including Mayor, Alderman and City Clerk

**Date:** April 22, 2016

**Summary:**

Below is a chart detailing the City of Evanston City Council Salary increases for the Mayor, Alderman, and Clerk.

<b>City of Evanston Historical Salary Increases of City Council</b>						
<b>Year*</b>	<b>Mayor</b>	<b>% Change of Increase</b>	<b>Alderman</b>	<b>% Change of Increase</b>	<b>Clerk</b>	<b>% Change of Increase</b>
1977	\$ 5,400	0%	\$ 2,250	0%	\$ 15,000	0%
1981	\$ 5,400	0%	\$ 2,250	0%	\$ 18,000	20%
1983	\$ 5,400	0%	\$ 2,250	0%	\$ 20,000	11%
1985	\$ 9,000	67%	\$ 3,600	60%	\$ 22,000	10%
1987	\$ 9,000	0%	\$ 3,600	0%	\$ 22,000	0%
1989	\$ 10,565	17%	\$ 4,230	18%	\$ 25,830	17%
1993	\$ 12,000	14%	\$ 6,500	54%	\$ 36,000	39%
1996	\$ 12,000	0%	\$ 6,500	0%	\$ 36,000	0%
2001	\$ 17,000	42%	\$ 10,000	54%	\$ 45,000	25%
2005	\$ 17,000	0%	\$ 10,000	0%	\$ 50,000	11%
2009	\$ 17,500	3%	\$ 10,500	5%	\$ 50,000	0%
2010	\$ 18,000	3%	\$ 11,000	5%	\$ 50,000	0%
2011	\$ 18,500	3%	\$ 11,500	5%	\$ 50,000	0%
2012	\$ 19,000	3%	\$ 12,000	4%	\$ 50,000	0%
2013	\$ 19,380	2%	\$ 12,240	2%	\$ 51,000	2%
2014	\$ 19,768	2%	\$ 12,485	2%	\$ 52,020	2%
2015	\$ 20,163	2%	\$ 12,735	2%	\$ 53,060	2%
2016	\$ 20,566	2%	\$ 12,990	2%	\$ 54,120	2%
<b>Legend</b>	* City moved to Calendar fiscal Year in 2011					



# Memorandum

To: Members of the Compensation Committee

From: Erika Storlie, Deputy City Manager/Administrative Services Director  
Wolf Peddinghaus, Management Analyst, Administrative Services

Subject: Summary of the Salary of the Mayor of the City of Evanston per the Official City Code.

Date: April 28, 2016

Summary:

Currently, the compensation of the Mayor is \$18,993.00 per year. The \$18,933.00 annual salary is below what the salary should be per the city code because the Mayor has chosen to forego recent salary increases.

The compensation of the Mayor of the City of Evanston is codified in Title I, Chapter 6 of the city code. Specifically, "Section 1-6-10. - COMPENSATION" states that:

The compensation to be paid to the Mayor elected April 2013 and taking office in May 2013 for his/her services per annum is hereby fixed as follows:

- (A) May 1, 2013: Nineteen thousand three hundred eighty dollars (\$19,380.00).
- May 1, 2014: Nineteen thousand seven hundred sixty eight dollars (\$19,768.00).
- May 1, 2015: Twenty thousand one hundred sixty three dollars (\$20,163.00).
- May 1, 2016: Twenty thousand five hundred sixty six dollars (\$20,566.00).

The Mayor shall also receive medical benefits.

(Ord. No. 107-0-08; Code 1979; Ord. No. 8-0-12, (47-0-11(exh. A, § 1-6-10)), 1-23-2012; Ord. No. 89-O-12, § 1, 9-24-12)



# Memorandum

To: Members of the Compensation Committee

From: Erika Storlie, Deputy City Manager/Administrative Services Director  
Wolf Peddinghaus, Management Analyst

Subject: City of Evanston City Council Time Analysis Survey Response Summary

Date: April 29, 2016

## Summary:

At the request of the committee, staff prepared a survey asking members of the City Council to estimate the amount of time and percentage of time individually spent on City Council and City of Evanston work every week. There were 7 responses to the survey. The results are as follows:

Question #1: On average, how much of your time per week is spent on City Council duties and activities?

	# of responses
20% or Less	0
20%-40%	2
40%-60%	2
60%-80%	3
80%-100%	0

Question #2: On average, how many hours per week do you devote to City of Evanston work?

Entry #	Response
1	30
2	10-20
3	40
4	30-40
5	40
6	Easily 30+
7	80% of waking hours

Question #3: Do you have any matters of concern or interest that you would like the committee to be aware of?

- I hope that the committee is aware of the different needs of each ward and how that impacts the amount of time spent weekly.
- The misperceptions in the community that Aldermen have offices and staff to help with the work. Also, the misperception that the Mayor or Aldermen originated the idea of a pay increase.
- As a member of council we are expected to attend many community and fundraising events 3 sometimes 4 a week. I know for a fact that I contribute monetary, more than I am paid on a monthly.
- Important to note that as public servants our work week is not Monday - Friday instead it is Monday thru Sunday. I answered the 1st question in this way Monday thru Sunday = 100% 7 days x 24hrs = 168 x.20=33.6hours



# Memorandum

To: Members of the Compensation Committee

From: Erika Storlie, Deputy City Manager/Administrative Services Director

Subject: Alternate Compensation Model

Date: April 28, 2016

Summary:

At the last meeting of the committee a request was made to explore the possibility of creating an alternate pay plan for the city council similar to a "cafeteria plan."

Staff investigated options for this model of compensation and while it would not be a true "cafeteria plan" it would accomplish a similar effect.

The compensation committee suggested setting the salary of the Alderman at a certain rate and then still offering health insurance as a benefit that would be paid for in full by the alderman at the same rates that are currently charged to the City (full premiums, no discount or percentage paid by the City). This would accomplish the desired effect of the committee which is to equalize the compensation among all aldermen. Currently the total compensation of all alderman varies from approximately \$12,735 to \$30,572 depending on if health insurance is elected and at what type/level of coverage.

This model could be administratively implemented from a process standpoint, if it were to be the recommendation of the committee and then approved by the city council.



Formal filing of a complaint to the City Board of Ethics

**RECEIVED**  
BY: W. Blackman  
DATE: 3/13/17

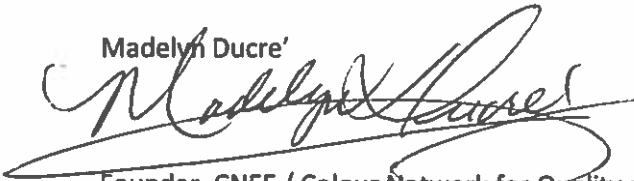
At this time, Monday, March 13, 2017 I, Madelyn Ducre' is transmitting my formal complaint of communication to the City's Board of Ethics, which is scheduled to meet on Tuesday, March 21, 2017. (Attached: William G. Farrar, chief lawyer for the city of Evanston)

I am a 5<sup>th</sup> Ward resident of Evanston, Ill. I still need clarification of these allegations from the City Ethic Board concerning the letter (see attached letter(s) that Betty Ester, 872.235.2289/BBOFS@yahoo.com e-mail/ wrote to me.

What I need from the Board of Ethics are specifics ... in writing to me concerning the attached letter on whether those allegations are true or false. If I can assist you in any way to speed up this process, do contact me by phone 847.475.8617 or in writing at 1929 Foster Street. Thank you so much for your time.

Fondly,

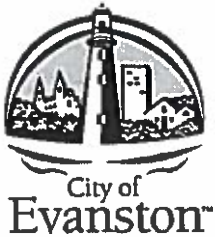
Madelyn Ducre'



Founder, CNEF / Colour Network for Quality and Fairness

Cc. W.G. Farrar, Law Department Morton Civic Center City of Evanston





**RECEIVED**  
BY: L. Stockman  
DATE: 3/13/17

### INQUIRY/COMPLAINT FORM

I believe that, to the best of my knowledge, information and belief formed after reasonable reflection, the information given in this inquiry/complaint is true. I request that the City of Evanston Board of Ethics evaluate the information provided and request it take appropriate measures in accordance with the procedure outlined in the City Code, Title 1, Chapter 10.

[TYPE OR PRINT]

Modelyn Ducre  
My name (printed)

1929 Foster Street  
street address

847.475.8617  
My contact phone number

Evanston, IL 60201  
city/state/zip code

ducreb@comcast.net  
My e-mail address

City of Evanston elected official, board or commission member, or employee that I wish the Board of Ethics to review:

Betty Ester's 2/10/2017 letter  
Dolores Holmes  
Name Robin Rue-Simmons

Elected Official/Employee  
Position or job title, if known

city's Board of Ethics  
Department or Board/Commission Name

\*Please note, if you wish to file an inquiry/complaint about more than one person, you must file a separate form (and any attachments) for each person.

**RECEIVED**

BY: C. Blackman  
DATE: 3/13/17(LB)

Please describe the facts that you believe constitute a violation of the City of Evanston Code of Ethics in sufficient details to enable the Board of Ethics and the person who is the subject of the inquiry to understand the nature of the alleged violation. Provide as many details as possible, including names, approximate dates. If possible, please provide citations to the applicable Code of Ethics section that you believe may have been violated. Add extra sheets if needed and attach copies of any pertinent documents. A copy of this inquiry/complaint will be sent to the person who is the subject of the inquiry/complaint and may be available to the public.

See attached letter =

formal filing of a complaint to the  
city Board of Ethics



  
Signature

March 13, 2017  
~~March 10, 2017~~  
Date

**RECEIVED**

BY: G. Blackman  
DATE: 5/13/17

I am sending this in response to your article in the Daily Northwestern on Friday, February 10, 2017. "Holmes endorses Simmons in race", plus the attached document from Delores Holmes today at 11:45am of her endorsement of Robin Rue delivery to me via [cityofevanston@public.govdelivery.com](mailto:cityofevanston@public.govdelivery.com).

Her use of this media is a violation of the City of Evanston Code of Ethics, CHAPTER 10 - BOARD OF ETHICS Section 1-10-4 (A), (B), (C) 1-3b(2), 7 and 11. Section 1-10-5 (A) 4 and (B) 1

If Robin Rue (Robin Rue-Simmons) was so informed then she have known that her support for an increase in pay for aldermen is a conflict of interest since she would be running for the 5<sup>th</sup> Ward seat and seeking the endorsement of the 5<sup>th</sup> Ward Alderman. In addition, she was in the position of personally benefiting from this vote if elected. -

<http://www.cityofevanston.org/assets/Compensation%20Committee%20Mtg%20Minutes%205-3-16.pdf>

Alderman Holmes voted for the raise and four months later is supporting Robin Rue -- Simmons for her seat as Alderman of the 5<sup>th</sup> Ward

Robin Rue became an employee of Sunshine Enterprises after the approval of the grant for \$50,000 and if she knew the Ethic Codes she should have resigned from the Minority, Women and Evanston Business Enterprise Development Committee before the approval of the \$75,000.

~~Her position with the Sunshine Enterprises is a Program Manager.~~

~~<http://sunshineenterprises.com/about/>~~

Sunshine Enterprises does not acknowledgment the receipt of funds from the City of Evanston or that it is running a program in Evanston on their website. .... <https://cityofevanston.org/assets/2-R-17%20Grant%20Agreement%20with%20Sunshine%20Enterprises%20-%20signed.pdf> -

Robin Rue- Simmons while out on the campaign trail is telling the community that she is an employee of the Sunshine Enterprise. She stated in public after the first approval of the \$50,000 she would become an employee of the Sunshine Enterprise.

She is telling the community that Signature Construction Service is a viable company and she is doing work on homes as Signature Construction Service when the State says that this corporation is in Involuntary Dissolution as 03-14-14 Perpetual. She is still acknowledging that Signature Construction Service is a viable corporation however the Secretary of State Office shows this business is in Involuntary Dissolution as of March 2014. <https://www.ilsos.gov/corporatellc/CorporateLlcController>

This endorsement for a candidate is unethical.

Betty Ester  
872-235-2289  
BBOFS@yahoo.com

**RECEIVED**

BY: B. Ester  
DATE: 5/13/17

Wally Bobkiewicz <[wbobkiewicz@cityofevanston.org](mailto:wbobkiewicz@cityofevanston.org)>**Fwd: Letter from Madelyn Ducre**

1 message

Wally Bobkiewicz <[wbobkiewicz@cityofevanston.org](mailto:wbobkiewicz@cityofevanston.org)>  
To: "Bobkiewicz, Wally" <[wbobkiewicz@cityofevanston.org](mailto:wbobkiewicz@cityofevanston.org)>

Mon, Mar 6, 2017 at 7:35 PM

----- Forwarded message -----

From: William Farrar <[gfarrar@cityofevanston.org](mailto:gfarrar@cityofevanston.org)>  
Date: Thu, Feb 23, 2017 at 1:56 PM  
Subject: Fwd: Letter from Madelyn Ducre  
To: [ducreb@comcast.net](mailto:ducreb@comcast.net)  
Cc: Michelle <[mmasoncup@cityofevanston.org](mailto:mmasoncup@cityofevanston.org)>



Dear Ms. Ducre:

Thank you for your communication. I received your letter today and note the issues noted therein. Please allow this email to respond to your letter.

With the consolidated primary election 5 days away, the Law Department is unable to substantively respond to your issues, based upon timing alone. We cannot respond to your concerns prior the February 28th primary election.

Second, this Department cannot offer legal advice to you, or assist you in voting or determining how you wish to express your voting preference. We are ethically precluded from doing so under the Illinois Rules of Professional Conduct and the City's Ethics Code.

Your communication referred to ethical issues that you believe may exist relative to certain individuals. However, to properly transmit your concerns to the City's Board of Ethics, we will need greater specificity from you in writing and for you to undertake the formal process of filing an ethics complaint. We stand ready to assist you in this if you choose to take additional steps on filing a formal complaint that can be transmitted to the Board. The Board's next scheduled meeting is March 21st. I am copying Deputy City Attorney Michelle Masoncup on this communication as she is the staff lead to the Board, and can assist you going forward.

Best,

Grant

W. Grant Farrar  
Corporation Counsel  
Law Department  
Morton Civic Center  
City of Evanston

2100 Ridge Ave. | Evanston, IL 60201 | 847-866-2937

[gfarrar@cityofevanston.org](mailto:gfarrar@cityofevanston.org) | [cityofevanston.org](http://cityofevanston.org)

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T

3/6/2017

CITY OF EVANSTON Mail - Fwd: Letter from Madelyn Ducre

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 Letter from Madelyn Ducre.pdf  
79K

**RECEIVED**  
BY: L. Blackman  
DATE: 3/13/17



## **MEETING MINUTES**

### **BOARD OF ETHICS**

Tuesday, June 21, 2016

7:00 p.m.

Lorraine H. Morton Civic Center  
2100 Ridge Ave, Room 2403

Members Present: Mark Sheldon, Kelda Harris-Harty and Jennifer Billingsley

Members Absent: Rhonda Stuart

Staff Present: Mario Treto, Jr., Staff Attorney

Presiding Member: Mark Sheldon, Committee Chair

Guests Present: None

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### **DECLARATION OF QUORUM**

Chairman, M. Sheldon declared that the Board had a quorum, with a majority of the members present and called the meeting to order at 7:05 p.m.

### **UNFINISHED BUSINESS**

- (A) Financial Disclosure Statements: The members reviewed the remaining disclosure statements from various City board and commission members and City staff members for the new 2016 statements.

### **NEW BUSINESS**

- (A) Review Code of Ethics Complaint 16-BOE-0001: M. Treto reported that the City's Law Department received an Ethics Violation Complaint from the Complainant, Nathaniel M. Cook. The Complaint was distributed to the entire Board for review prior to the meeting. The Members discussed the process for assessing a complaint in the initial stages pursuant to Section 1-10-8 of the City Code. The Members reviewed the facts of the Complaint and assessed whether there is an ethical issue at hand.

M. Sheldon made a motion and was seconded by K. Harris-Harty to dismiss the Complaint for lack of jurisdiction. M. Treto commented that he would send notice to the Complainant per City Code.

### **ADJOURNMENT**

Upon motion and second, the meeting was adjourned at 7:48 p.m..