City of Naperville

400 S. Eagle Street
Naperville, IL 60540

Meeting Minutes

Monday, September 24, 2018

6:00 PM

Council Rules & Open Data Portal/Data Mgmt.

Council Chambers

<u>City Council</u>

A. CALL TO ORDER:

Mayor Chirico called the meeting to order at 6:03 p.m.

COUNCIL PRESENT: Mayor Chrico, Rebecca Boyd-Obarski, John Krummen, Judy Brodhead, Benny White, Becky Anderson, and Patti Gustin

STAFF PRESENT: Doug Krieger (City Manager), Mike DiSanto (City Attorney), Linda LaCloche (Communications Manager), Bill Novack (Director of T.E.D.), Rachel Mayer (Finance Director), Jeff Anderson, (IT Director), Mark Puknaitis (Fire Chief), Andrew Dina (Battallion Chief), Amy Ries (Deputy Director of DPU-W)

B. PUBLIC FORUM:

There are no public speakers.

C. COUNCIL RULES:

1.   Presentation for the Council Rules Workshop

City Attorney Mike DiSanto led the presentation on Council Rules Workshop stating that the last time City Council looked at Council Rules was on June 30, 2015. It's at that time that Council took action to move away from the traditional Robert's Rules applying rules to help with the procedure and conducting of City Council meetings.

DiSanto reviewed the following items on the agenda, First Readings. He quizzed the council on first reading rules which is outlined in the presentation. The next item on the agenda is Motion to Amend. DiSanto shared that from a staff persepective it's important that when Council wants to see a change to an ordinance being presented that they make a Motion to Amend. Tabling to Date, when using this motion it's important to identify a specific date that you are tabling to.

Next item, Invoking Council Rules can only continue to the next meeting and you can only move to invoke council rules once and there is an option to overrule it. Motion to overrule does require a 2nd motion, plus 6 positive votes. Chirico adding that when you know you do not have the support of the Council to table an item, this is a tool that Council members can use to delay an item to the next meeting. It's understood that I don't agree with you, but as a professional courtesty, I will give you the delay. A discussion continued between Council members about whether to keep this rule, but City Attorney, DiSanto suggested to Council that the rule remain in place.

DiSanto stated that there are 2 ways for Council to add an item to the agenda. 1) The Mayor or 3 Council members may direct the City Manager to place an

item on the Council agenda for consideration. 2) The Mayor and Council may propose a new item under New Business. However, this requires 3 total hands in the air for it to be added. Krieger added to the discussion stating that due to the public notice requirement, nothing can be added after 48 hours. DiSanto discussed removing an agenda item stating that the City Manager has a lot of authority to set an agenda. Krieger added that he will regulate his discretion with the majority of the Council. Adding that he would make sure that he doesn't inflict damage to a petitioner or create some sort of obligation or liability on the city by the delay. After a short discussion, it was determined that it was not necessary to add this to the code.

DiSanto discussed the Motion to Reconsider can be made 1) immediately after the vote 2) under New Business at the same meeting or, 3) under New Business of the next meeting. If the opportunities are missed, the item is final and cannot be reconsidered for 62 days or after 4 meetings have passed.

DiSanto moved onto the next item, Speaking Time Opportunities stating that the code states no member should speak more than 2 times on an agenda item, except with the consent of the Mayor and majority of Council.

Point of Order - DiSanto said this is not used often adding that Council members do have an obligation to make sure rules and procedures are followed and if a rule is violated you may use this motion to put a stop to it. At that point, the chair or member has to stop and ask you to make your point and then the chair decides whether it was point well taken and then there's a correction to the point of order, or the point was not well taken and it dies.

DiSanto ended the discussion on Council Rules by stating that when talking about rules and procedures it's not suppose to be considered a personal attack on anyone, it's about preserving process. Adding that everyone is on the same team when it comes to following process. These rules exists to protect members' rights and the proper transaction of business.

2.   City Council conflict disclosure form

DiSanto moved onto discuss Conflicts of Interest stating there are 3 different kinds of conflicts of interest that are applicable to public officials,

which are the Naperville Municipal Code, state statute and common law. DiSanto is providing Council with a new form that is required by state code for members to complete and file if they have a permissable Conflict of Interest. He added that the city's conflict of interests is stricter than state law.

Changes were made to the form so that Council can make a well-informed decision when they are disclosing their conflicts of interest. Adding that the new form is more helpful and informative. Also new to the form, is an opportunity to recuse yourself based on the appearance of impropriety or based on some other factor. He reminded Council that all their votes need to be made without any type of personal gain or interest. Adding that the code does require that if council has a conflict of interest that they leave the chamber and not vote.

DiSanto moved onto discuss the Gift ban which is a state law applicable to all public officials. He provided a definition of a prohibited gift which is anything of value from a prohibited source. Adding that a the definition of a prohibited source is an entity that does business with the public entity that you represent. He stated that there are exceptions and the one exception is any individual, public official employees, or a family member $75 per day food and refreshments and a one type gift per year up to a $100. There's also a remedy built into the gift ban act. If ever someone were to receive a gift and realized later that it was in excess of what was permitted. The remedy is to return the gift or make a an off-setting donation to a charity in the amount of that gift.

DiSanto advised Council to feel free to have a conversation with Legal if they are ever worried or not sure what to do.

D. OPEN DATA:

1.   Presentation for the Open Data Portal Workshop

Jeff Anderson, IT Director leads the Open Data Portal Presentation stating that the portal was launched in June 2017 as part of the What Works Cities. He also advised Council that we formed a Data Analytics Team to help with larger data programs.

Anderson took the Council to the Open Data Portal site which displayed all of our Ends Policy Principles: Financial Stability, Economic Development, Public Safety and High Peforming Government. Adding that each of the goal pages behind them show how we are tracking each goal.

He shared with Council that Open Data and the data set themselves can be used by citizens to answer everyday questions adding that data sets are

the foundation of the entire program.

Anderson stated that visualization provides more clarity to a data set by providing information in a map, chart or graph as opposed to a tabular data set.

Anderson shared with Council that the story pages take those visulations and data sets and can provide a story around it. Each supporting the cities ends policies.

Anderson went onto further explain data sets to Council stating that it's similar to an Excel spreadsheet. Advising council that you can filter large data sets down to a handful of rows to create your own visualization online and then save and share the information for others to use/view as well.

Anderson displayed the police and fire incident map to show how you can filter the data down to certain types of incidents. Further explaining that this is an example of having a map over the top of a data set.

Brodhead asked how many cities our size are making this type of data available? Also adding that the information being presented is very impressive. Anderson replied that about 100 cities are now a part of What Works Cities, but also stating that we are pretty unique when it comes to this level of detail and the number of tools we use and the amount of storytelling around it. Councilwoman Brodhead asked if it has added to the efficiency when it comes to the use of employees' time? Anderson stated that we are in the early stages, but we are starting to see that. There are other departments who are looking at this data.

Krieger added that we are providng the data, but it will take 2 to 3 years before everyone starts to catch on. He added that we have to recondition the public to understand that instead of filing a FOIA, you can grab the information with a few mouse clicks. Adding that we are self-serve instead of picking up a phone or filling out a GovQA or a FOIA request.

Krummen asked if this will require additonal resources? Anderson replied that employees should be able to work more intelligently with the tools they have adding that it will be up to the department heads. Krieger added to the conversation making Council aware that members of the data team have been begged, borrowed and stolen from other departments and that it's not a permanent solution. Also adding, that, there is not a long-term game plan yet.

Councilman White asked how much use is this site getting? Anderson responded that the percentage is still low. Our goal is to put out higher

quality data to draw users in. We followed Socrata and WWC methodology going down their top 20 lists of things that people are concerned about in various cities.

Councilman White asked about marketing. He is hoping that we are marketing to a point where we can leverage all this great work. Krieger said that he would consider this a soft opening, adding that we are still building that critical mass. Also adding, that once we have it built, we will use strategic opportunities to jump and down and point folks in the right direction.

Obarski wanted to note that the information is for residents, but also staff. We are taking information from one department and making it available to all departments so that departments can colloborate and share data. She also stated that she hopes that we will start to see those efficiencies and what those resources can do for us. Anderson replied that we are noticing that our biggest users are internal staff.

Councilwoman Anderson asked how are we letting residents know that this site is out there? Adding that our residents need to know how well we are doing compared to our neighbors. Linda LaCloche, Communications Director replied that we one of our communication efforts is grass roots communication. Asking Council to talk to the residents about it. Also adding that we are in the process of building a campaign of how we are going to roll this out and the tactics we plan to use including social media, news reporters, NCTV, Positively Naperville, colleges, and target marketing to target certain groups and organizations.

Anderson talked about how we are using third parties to help augment the information we put in front of citizens. He pointed out PulsePoint and Spot Crime as two examples.

Krummen congratulated Jeff Anderson and his IT Staff and everyone involved in this effort. Adding that they are so impressed with what they've seen today and are very happy with how it has turned out.

E. ADJOURNMENT:

Meeting adourned at 7:59 p.m.

/s/ Rachel Pruneda
Rachel Pruneda
Administrative Asstistant II
City Manager's Office