

**Chapter 2, Article II, Division 5 of the Code of the City of Aurora**  
**(As presently codified, without Open Meetings Act-related amendments adopted by O18-086)**

DIVISION 5. - COMMITTEES

Sec. 2-121. - Committees designated.

(a) The city council shall have the following committees:

- (1) Committee of the whole.
- (2) Finance committee.
- (3) Planning and development committee.
- (4) Government operations committee.
- (5) Buildings, grounds and infrastructure committee.
- (6) Such special committees as the council may from time to time deem necessary.

(b) The finance committee, the planning and development committee and the government operations committee shall collectively be known as the standing committees of the city council.

(Code 1969, § 2-77; Ord. No. O03-43, § 1, 4-22-03)

Sec. 2-122. - Committee of the whole.

(a) The committee of the whole shall be composed of all members of the city council.

(b) The committee of the whole shall meet on the first and third Tuesdays of each month at 5:00 p.m. in the city hall and at such other times and places as the city council may from time to time direct. If a regular meeting day falls on a legal holiday, the committee of the whole shall meet at the same hour on the following business day. The committee of the whole may also meet during the hour immediately preceding any regular or special meeting of the city council.

(c) The committee of the whole shall have jurisdiction over all matters involving public safety, including police, fire and civil defense; public works, including street, sanitation, public utilities and public buildings; parks; recreation; health; public transportation, traffic and parking; and human services. It shall also have jurisdiction over all personnel and civil service matters not reserved to the civil service commission by statute or ordinance, salaries and labor relations. The committee of the whole shall receive the reports of all other committees, deliberate on them prior to council consideration, and recommend to the council whatever action it deems appropriate regarding them. The committee of the whole shall also consider such other matters as may be referred to it by the city council, by the mayor or by individual aldermen. It may deliberate on any matter which has been placed on the agenda for action by the city council.

(d) The mayor shall preside over all meetings of the committee of the whole and recognize members wishing to speak.

(e) All members of the committee of the whole shall have one (1) vote.

(f) The city clerks shall be present at all meetings of the committee of the whole and shall keep a record of subjects discussed by the committee, reports presented to the committee, and the number of yeas and nays on votes taken. No record shall be kept of the content of discussions, nor of the votes of individual members during the committee of the whole proceedings except as to closed sessions in accordance with the Open Meetings Act [Ill. Rev. Stat. Ch. 102, ¶ 41 et seq.].

(g) Special meetings of the committee of the whole may be called by the mayor or by any three (3) aldermen. Public notice of all such meetings shall be given twenty-four (24) hours prior to the meeting time, and such notice, together with a copy of the agenda for the meeting, shall be delivered to the place of business or legal residence of each member of the council at least twenty-four (24) hours in advance of each meeting.

(Code 1969, § 2-78; Ord. No. O95-63, § 1, 8-15-95; Ord. No. O97-60, § 1, 7-22-97)

Sec. 2-123. - Standing committees.

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- (a) Each standing committee shall have three (3) regular members and one (1) alternate member as provided in subsection (d) hereof. Each member of the city council shall serve on at least one (1) standing committee.
- (b) The standing committees shall deliberate only on matters falling within their jurisdiction which is referred to them by the city council, by the mayor, or by any two (2) or more aldermen.
- (c) The standing committees of the city council are as follows:
  - (1) The finance committee which shall have jurisdiction over all matters pertaining to taxation, city indebtedness, fees and service charges, management of the city's monies, the airport, the library and the city's operating, pension, insurance, motor fuel tax and capital budget;
  - (2) The planning and development committee which shall have jurisdiction over all matters pertaining to annexation, planning, zoning, housing, urban renewal, business and community development, code development, code enforcement and community development block grant administration;
  - (3) The government operations committee which shall have jurisdiction over all matters pertaining to intergovernmental relations, traffic and street lighting, elections, legislative matters, the motor vehicle parking system, golf courses and transportation centers; and
  - (4) The buildings, grounds and infrastructure committee which shall have jurisdiction over all matters pertaining to city-owned buildings and grounds, the environment, sanitation, solid waste, flooding, water treatment and distribution and storm and sanitary sewers.
- (d) In addition to the three (3) regular members provided for in subsection (a) hereof, one (1) alternate member shall be designated for each committee pursuant to subsection (e) hereof. In the temporary absence or incapacity of a regular member of a committee, the alternate member thereof shall participate in and be allowed to vote upon actions taken by the committee at the relevant meeting or a portion thereof. Any regular member of a committee who anticipates being absent from a committee meeting must notify the committee's chairman and alternate member of such absence.
- (e) The mayor shall appoint the regular and alternate members of the standing committees with the advice and consent of the council. The mayor shall submit a complete set of committee appointments at the first meeting following the qualification of councilmembers after each municipal election, and the council shall vote for approval or disapproval of the committee appointments. If the council disapproves of the mayor's appointments, those voting to disapprove shall state their reasons, and the mayor shall submit a reconsidered set of appointments at the next regular council meeting.

(Code 1969, § 2-79; Ord. No. O91-27, § 1, 4-16-91; Ord. No. O03-43, § 1, 4-22-03)

**Sec. 2-124. - Special committees.**

Special committees shall be established by resolution of the council. Each such committee shall have only the jurisdiction set forth for it in the resolution under which it is created, and it shall cease to exist after its report is presented to the city council. Each special committee shall have the number of members prescribed for it in the resolution under which it is created. The mayor shall appoint the members of all special committees with the advice and consent of the city council.

(Code 1969, § 2-80)

**Sec. 2-125. - Committee operating procedures.**

Except as otherwise provided by statute or ordinance, all special and standing committees of the city council shall conduct their business in an orderly fashion, adhering to Robert's Rules of Order, Revised. In addition, the following procedures shall apply to all special and standing committees:

- (1) The mayor shall designate the chairman of each committee at the time he recommends appointments to it. The chairman shall preside over committee meetings and be responsible for the preparation and submission of committee reports.

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- (2) Each committee shall, at its first meeting, establish a time or times for its meetings and provide public notice thereof as required by statute and ordinance.
- (3) All committee meetings, including those of the committee of the whole, shall be public except when they deal with collective negotiating matters with city employees or their representatives, the acquisition of property, pending court proceedings, and the consideration of information pertinent to the appointment, employment or removal of an employee or an officer.
- (4) All new business introduced at any city council meeting shall be referred to the appropriate council committee by the mayor.
- (5) All councilmembers, including the mayor, shall be allowed to participate in the deliberations of any committee, although only members of a committee shall have a vote in deciding committee business.
- (6) Unless otherwise directed by the mayor, the council or the committee of the whole, standing committees shall report to the committee of the whole on matters referred to them by the second regular meeting of the committee of the whole held after the matter in question was referred to them.
- (7) Meetings of standing and special committees held at other than regularly scheduled time shall be preceded by public notice given at least twenty-four (24) hours in advance of such meetings, and notice thereof shall be delivered to the place of legal residence or place of business of each member of the council also at least twenty-four (24) hours in advance of the meeting.
- (8) Committee reports shall briefly describe the matter referred. The committee's conclusion shall be summed up in the form of an ordinance, order, resolution, recommendation or some other distinct proposition upon which action can be taken by the committee of the whole.

(Code 1969, § 2-81)

Secs. 2-126—2-135. - Reserved.