

1 Sec. 2-65 Aldermanic Initiative Funds

2 (a) Purpose. The city council finds that the unique history and
3 diversity of the city, as well as its size and geography, makes it
4 appropriate to authorize individual alderpersons to direct the
5 expenditure of public funds for limited and specific public
6 purposes subject to the provisions of this section.

7 (b) Definitions. As used in this section, the following terms are
8 defined as follows:

9 "Capital expenditure" means an expenditure involving the
10 construction, installation, improvement, enhancement, repair,
11 maintenance, or upgrade of public property or right-of-way,
12 signage thereupon, or the acquisition of real property. "Capital
13 expenditure" does not include a lease for real property for use
14 by the city.

15 "Chief of staff" means the chief of staff of the office of
16 the aldermen;

17 "Committee" means the rules, administration, and procedures
18 committee of the city council.

19 "Public purpose" means a purpose approved or authorized by
20 law or ordinance which has as its primary objective the promotion
21 of the public health, safety, morals, security, prosperity,
22 contentment, and general welfare of the city or its residents,
23 whether or not there is an incidental benefit to private interests.

1 "Ward alderperson" means an alderperson elected to represent
2 a ward of the city and not at-large.

3 (c) Creation of Funds.

4 1. Aldermanic capital fund. There is created a fund within
5 the city treasury which shall be known as the aldermanic
6 initiative capital fund ("capital fund"). The city council shall
7 annually appropriate such funds as it deems appropriate for the
8 purpose of capital expenditures not otherwise included in the
9 city's capital improvement plan from the Capital Improvement
10 Fund. The city council further shall annually appropriate such
11 sums as it deems appropriate to the capital fund. The city
12 treasurer shall allocate all funds appropriated annually by the
13 city council equally into separate accounts designated for each
14 of the wards established within the city.

15 2. Aldermanic community enhancement fund. There is created
16 a fund within the city treasury which shall be known as the
17 aldermanic community enhancement fund ("non-capital fund"). The
18 city council shall annually appropriate such funds as it deems
19 appropriate from the Gaming Tax Fund to the aldermanic community
20 enhancement fund. The city treasurer shall allocate all funds
21 appropriated by the city council under this section equally into
22 separate accounts equal to the number of alderpersons elected
23 in the city. Each ward established within the city shall be
24 assigned a non-capital account which a ward alderperson may

1 authorize disbursements from under this section. The remaining
2 non-capital accounts shall be assigned to each alderperson
3 elected at large (to be designated at-large alderperson A, at-
4 large alderperson B, etc.) who may authorize disbursements
5 therefrom. All funds disbursed from any non-capital account
6 shall be disbursed only for the purposes and manner authorized
7 by this section. The city council may provide additional funds
8 for deposit into the accounts of alderpersons elected at-large
9 for the sole purpose of paying costs associated with citywide
10 constituent communications.

11 (d) Use of funds.

12 1. Capital funds. A ward alderperson may authorize the
13 expenditure of aldermanic initiative capital funds allocated
14 for use in such alderperson's ward for capital expenditures
15 having a public purpose within the ward to pay the costs of
16 contracts let by the city pursuant to law and ordinance or to
17 reimburse a city department expending time, labor, services or
18 equipment related to a capital expenditure made at the ward
19 alderperson's request.

20 2. Non-capital. An alderperson may authorize the
21 expenditure of aldermanic community enhancement funds allocated
22 under paragraph (c)(2) for non-capital expenditures having a
23 public purpose, which shall include the following:

1 i. Contributions or grants to governmental or not-for-
2 profit organizations specifically performing services for the
3 public benefit of the city or its residents;

4 ii. Grants for neighborhood or community beautification;

5 iii. Programing activities, including community
6 meetings, shredding, recycling, or neighborhood clean-up days,
7 cultural or educational events;

8 iv. Constituent communications;

9 v. Printing, mailing, or promotional expenses related
10 to the preceding items; or

11 vi. Any other purpose authorized by the committee
12 pursuant to subparagraph (4) and not otherwise prohibited by
13 ordinance.

14 3. Expenditures requiring approval by the committee. An
15 alderperson shall obtain the approval of the committee prior to
16 authorizing an expenditure of non-capital funds purposes other
17 than (i)those specially enumerated in paragraph 2 of this
18 section or (ii) for honoraria, speaking fees, lodging, travel,
19 or entertainment expenses in an aggregate amount exceeding
20 three-thousand (\$3,000) dollars for any individual program or
21 activity authorized by paragraph 2 of this section, by
22 submitting a written request to the chairperson of the committee
23 (or the vice chairperson of the committee if the chairperson is
24 the requesting alderperson) describing the proposed expenditure

1 not less than sixty (60) days prior to the date funds are needed
2 for such purpose. The committee shall review the matter at its
3 next meeting. The committee chairperson or vice chairperson, as
4 the case may be, in his or her discretion, may permit the
5 consideration of a request within sixty (60) days of the date
6 funds are required if the request can be accommodated without
7 unduly burdening the staff of any city department or the office
8 of the aldermen.

9 4. Prohibited Expenditures. An alderperson may not
10 authorize, and no city department or staff member shall take
11 action to process, the expenditure of funds set forth in this
12 section:

13 i. In any amount in excess of the funds currently
14 available for use by the alderperson;

15 ii. For political contributions, as defined by Article
16 9 of the Election Code, or expenditures made in violation of
17 the Election Code or the Ethics Ordinance;

18 iii. For scholarships, except that a contribution to a
19 governmental or not-for-profit organization or a school
20 district that awards scholarships which are available
21 exclusively to all city residents is not prohibited;

22 iv. For professional or consultative services, except
23 when required as part of an authorized public improvement
24 project;

1 v. For billboards, posters, or other permanent or
2 semi-permanent signs or advertisement featuring the name,
3 title, or likeness of the alderperson, except that when making
4 an expenditure under paragraph (c) in support of a specific
5 project or event, an alderperson may allow his or her name,
6 title, or likeness accompanied by a depiction of the city
7 seal, logo, or wordmark to be used in advertising or
8 promotional materials associated with the specific project or
9 event without violating this section or any other section of
10 this code;

11 vi. For payments to a family member of the alderperson,
12 as defined by sec. 15-130 of this code or to any entity owned
13 by or in which the alderperson or a family member of the
14 alderperson has a direct or indirect financial interests in
15 such alderperson's name or the name of any other person or
16 entity;

17 vii. For membership or club dues charged by
18 organizations, clubs, or facilities that are primarily
19 engaged in providing health, exercise, or recreational
20 services;

21 viii. For non-capital expenditures in excess of one-third
22 (1/3) of an alderperson's annual budget of non-capital funds
23 authorized in that portion of a calendar year prior to the
24 end of an alderperson's present term of office or in support

1 of a program, activity, or event which occurs after the
2 conclusion of an alderperson's present term of office unless
3 the alderperson is an unopposed candidate for re-election; or

4 ix. For any other expenditure not having a primarily
5 public purpose or that is prohibited by law or ordinance.

6 (e) Procedures.

7 1. Authorization. The chief of staff shall prepare forms
8 for use by the alderpersons in authorizing disbursements for
9 capital and non-capital purposes under this section.

10 i. Capital disbursements. When authorizing a
11 disbursement for capital purposes under this section, a ward
12 alderperson shall consult with the director of public works
13 in identifying capital projects within the alderperson's ward
14 to which the alderperson seeks to fund all or in part with
15 capital funds. Upon the ward alderperson's written
16 authorization identifying a specific project and the amount
17 of funds to be used for such project, such funds shall be
18 deemed encumbered and made available for use by the public
19 works department for the purpose so specified. The chief of
20 staff shall promptly provide the finance department with a
21 copy of the alderperson's authorization.

22 ii. Non-capital disbursements. When authorizing a
23 disbursement for non-capital purposes under this section, an
24 alderperson shall submit a written authorization for the

1 disbursement to the chief of staff that (1) describes the
2 purpose and nature of the proposed disbursement, (2) provides
3 the dates and times for the proposed event or disbursement,
4 (3) identifies any entity to whom funds are to be disbursed,
5 and (4) includes copies of any proposed contracts or other
6 agreements related to the expenditure in a format specified
7 by the corporation counsel. In the case of a proposed
8 disbursement requiring committee approval, the alderperson
9 shall also submit a copy of the written authorization to the
10 chairperson of the committee (or the vice chairperson of the
11 committee if the chairperson is the requesting alderperson)
12 with a request that the committee place the matter on its
13 agenda for consideration.

14 2. Authorization not binding on the city. An alderperson's
15 authorization of the disbursement of capital or non-capital
16 funds shall not be construed as an agreement by the city to
17 expend funds for any purpose nor shall any alderperson represent
18 to any entity that it may rely on such authorization for any
19 purpose.

20 3. Processing of non-capital disbursements. Upon the
21 receipt of a completed authorization for non-capital
22 disbursement, the chief of staff shall promptly take such
23 actions necessary to affect the non-capital disbursement as
24 directed by the alderperson. Such actions shall include but are

1 not limited to submitting check requests to the finance
2 department, requesting the corporation counsel review any
3 proposed contract agreements, and requesting such certificates
4 of insurance as may be required. Following review by the
5 corporation counsel, the chief of staff shall submit a
6 requisition as well as any contracts or purchase agreements
7 related to the disbursement to the director of purchasing for
8 execution on behalf of the city. An agreement executed under
9 this section may include language allocating or sharing
10 liability for an injury resulting from the city's use of any
11 function, service, property or act of another public entity for
12 a purpose authorized by this section without further action by
13 or authorization of the city council in the manner contemplated
14 by the Local Governmental and Governmental Employees Tort
15 Immunity Act.

16 4. Expedited requests. Neither the chief of staff nor any
17 employee of the city shall act on a request for disbursement of
18 non-capital funds submitted by an alderperson fewer than
19 fourteen (14) days prior to the date the funds are needed unless
20 the expedited disbursement is approved in writing by the
21 chairperson of the committee (or the vice chairperson if the
22 requesting alderperson) and the request can be reasonably
23 accommodated in accordance with established city policies and
24 procedures. Upon approval by the chairperson of the committee

1 (or the vice chairperson of the committee if the chairperson is
2 the requesting alderperson), a copy of such written
3 authorization shall be sent by the chief of staff to the
4 chairperson of the finance committee (or to the vice chairperson
5 of the finance committee if the chairperson of the finance
6 committee is the requesting alderperson).

7 5. Applicability of purchasing system. All purchases of
8 goods, services, supplies, or equipment pursuant to
9 disbursements authorized under this section shall be subject to
10 the provisions of division 2-V-2 of this code, and where
11 applicable, the Prevailing Wage Act. Except as limited in this
12 section, the chief of staff shall have the authority of a
13 department head with respect to implementing purchases
14 authorized by an alderperson for non-capital purposes.

15 6. Carry-over of excess funds. Whenever it appears to an
16 alderperson that excess funds will remain unspent in any account
17 from which the alderperson may authorize disbursements, the
18 alderperson, may, in the manner determined by the finance
19 committee, request the carry-over of such funds for a specific
20 purpose authorized by this section for use in the next fiscal
21 year.

22 7. Encumbrance of capital funds for multi-year projects.
23 Whenever a ward alderperson, with the concurrence of the
24 director of public works, deems it to be in the best interest

1 of the alderperson's ward that funding for a specific capital
2 expenditure be allocated beyond the present fiscal year, the
3 alderperson shall notify the city treasurer that funds for such
4 purpose should be encumbered and made available for use by the
5 public works department for the purpose so specified in
6 subsequent fiscal years. If the alderperson or the alderperson's
7 successor determines in a subsequent fiscal year that the
8 proposed capital expenditure is no longer viable, the
9 alderperson may authorize the disbursement of the encumbered
10 funds for any other capital purpose.

11 8. Budget transfers. A ward alderperson may request the
12 transfer of non-capital funds to the alderperson's capital
13 account by submitting a budget transfer request to the city
14 treasurer. A ward alderperson may request the transfer of
15 capital funds to the alderperson's non-capital account by
16 submitting a budget transfer request to the finance committee
17 for its approval.

18 9. Funds budgeted in fiscal year 2023. All funds budgeted
19 for the use of ward alderpersons for capital or non-capital
20 purposes in 2023 which remain unspent as of December 31, 2023,
21 shall be subject to the provisions of this ordinance. The city
22 treasurer shall transfer previously budgeted funds available to
23 each ward alderperson to their respective capital and non-
24 capital accounts, in accordance with an office of the aldermen

1 office policy dated June 12, 2015 (allocating 2/3 of such funds
2 to capital and 1/3 of such funds for non-capital purposes). All
3 funds appropriated in fiscal year 2023 for the use of
4 alderpersons elected at-large collectively shall be evenly
5 divided among the alderpersons elected at-large and may be used
6 by such alderpersons for the non-capital purposes authorized by
7 this section.

8 10. Funds reappropriated or budgeted from years prior to
9 2023.

10 i. Any funds appropriated or budgeted for the use of
11 ward alderpersons for capital improvement purposes prior to
12 2023 which remain unspent shall remain available for the use
13 of the respective ward alderpersons in the manner provided
14 for the use of capital funds in this section until December
15 31, 2025.

16 ii. Any such funds that an alderperson has not
17 requested be encumbered or disbursed and which the city
18 council has continued to make available for capital
19 improvements within the respective wards as part of the 2026
20 city budget, shall be transferred to the capital improvement
21 fund of the city. The public works director may thereafter
22 use such funds for capital improvement projects within the
23 respective ward.