

Council Chief of Staff Update

6/23/26

Staff Out-of-Office

6/26 Isaac out
6/26 Karen out
7/3 Isaac out
7/7 Isaac out

Isaac will be remote from July 8 through July 17
Karen will be out from August 5 through August 14

Alder Resources

Alder Expense Account Information

The updated and expanded guide to alder expense account usage has been distributed via email and to alder mailboxes. Please contact the Council Chief of Staff with any questions or requests.

Office Supplies

Alders can use their alder expense account funds to purchase office supplies for their alder work, such as pens, planners, printer paper, and notebooks. More information can be found in the Alder Expense Account guide.

Employee Assistance Program

The [Employee Assistance Program](#) (EAP) “provides 24-hour personalized and culturally inclusive counseling, management consultation, resource referral, education, and trauma response for both work and personal problems”. EAP services are free to alders as well as staff. Please reach out to Arlyn Gonzalez or the EAP office to learn more.

Auto-Replies

Several alders have auto-replies on their district email accounts that provide constituents with confirmation of receipt and additional resources, such as phone numbers or report-a-problem links. If you would like help setting that up, please contact the IT Help Desk or the Council Office.

Project Updates

AASPIRE Intern

Our 2026 summer AASPIRE intern has started. If you have projects that you would like intern assistance with, please reach out to Isaac so he can build it into their workplan.

Public Comment Upload Process Update

The [public comment upload process](#) is still being utilized. So far, there have been no issues with this process, although there still has not been a high volume of public comments for a Common Council meeting since implementation. This process will continue to be utilized and, if any changes are made, we will provide an additional update.

