



City/County Management *in* ILLINOIS

Strengthening the quality of local governance through professional management

April 2011

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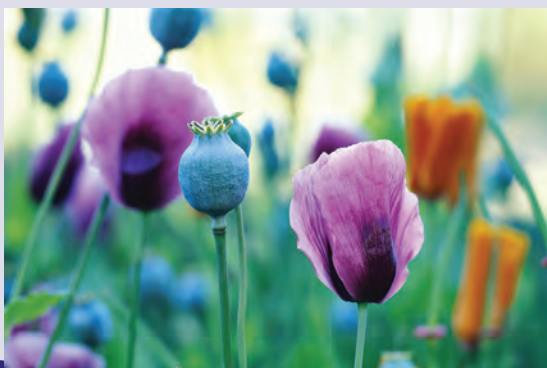
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Calendar of Events

For complete details on events please visit the ILCMA calendar at <http://www.ilcma.org/calendar.aspx>

April 15, 2011 IAMMA Annual Conference Rosemont, IL	May 11, 2011 ILCMA Professional Development Lombard, IL
April 21, 2011 Metro Management Association Meeting Lombard, IL	May 18, 2011 Metro Manager Golf Outing Bloomington, IL
April 28 & 29, 2011 Downstate City/County Management Association Spring Meeting Decatur, IL	June 15 – 17, 2011 ILCMA Summer Conference O'Fallon, IL
May 5, 2011 ILCMA/Alliance/WCMA Webinar	July 21, 2011 Topic: Wellness in the Workplace Lombard, IL
May 11, 2011 IAMMA Awards Luncheon Lombard, IL	September 15 – 18, 2011 IML Conference Chicago, IL
	September 18 – 21, 2011 ICMA Conference Milwaukee City/County, WI



President's Column

By Juliana Maller, Summer Conference Committee Chair & Deputy City Manager, Park Ridge

Reach for the Sky: Our Leadership Potential is Unlimited! is the theme for this year's ILCMA Summer Conference in O'Fallon, IL June 15-17, 2011. The Summer Conference Planning Committee has been working hard to plan a conference that includes outstanding professional development sessions, as well as fun networking opportunities with friends and colleagues.

Howard Fineman will start us off with a keynote address on the latest developments from Washington. Fineman is a senior Washington correspondent and columnist for Newsweek. He will outline how Washington's issues impact our nation today, answer questions about current political concerns and will offer predictions on what's next on Capitol Hill. Following his presentation, Mr. Fineman will be available to sign copies of his latest book *Thirteen American Arguments*.

The conference will feature a variety of educational sessions to choose from. On Thursday we will learn about "Leadership with Character: Navigating a Complex World at a Time of Disruptive Change", followed by "Ethical Survivor Illinois Edition: Extreme Politics, Extreme Skill, Extreme Ethics!" In addition, there will be sessions covering Growing Morale, Successful Referendums, Cloud Computing, and Building Regional Consensus. The conference will close on Friday with a keynote address by Glen Hiemstra "Lessons from the Future: Shaping a Preferred Future for our Communities". The issues we face offer both challenges and opportunities. Mr. Hiemstra will explore future trends as they impact the future of our communities and governance.

For those arriving early on Wednesday, the Professional Development Committee is offering an ICMA University Workshop on "Authentic Leadership" to be presented by Craig Rapp. The program will apply lessons from Bill George's latest book *True North: Discover Your Authentic Leadership* by showing you how to develop your best self and how authenticity and integrity shape leadership. The focus will be on strengthening your leadership skills, as well as how to develop a culture of leadership throughout your organization.

Golfers will not be disappointed this year at Stonewolf Golf Course, which is a Jack Nicklaus Signature golf course. Golf will be followed by an evening at the City Museum in St. Louis, which includes dinner. The museum houses an eclectic mixture of funhouse, surrealistic pavilion, and architectural marvel made out of unique, found items. On Thursday afternoon, the Managers will take on the Assistants in a Bags tournament. The Annual ILCMA Awards Dinner, followed by an evening of Dueling Pianos, will be held at the conference center on Thursday evening.

The Conference Committee is looking forward to seeing all of you in O'Fallon this summer. Please watch for registration materials, which will be mailed in mid-April.

ILCMA Nominating Committee Report & Recommendation to the Membership

Dear ILCMA Members:

It is with great enthusiasm that the ILCMA Nominating Committee recommends the following slate of candidates for the 2011-12 Association Board:

President-Elect (1 year term)

David Nord
Village Administrator
Village of Cherry Valley

Vice President (1 year term)

Sue McLaughlin
City Administrator
City of Mattoon

Secretary/Treasurer (1 year term)

Mark Franz
Village Manager
Village of Homewood

At-Large Board of Director Position (2 available)(3 year term)

Kelly Amidei
Assistant Village Administrator
Village of Libertyville

Robert O. Barber
Village Administrator
Village of Beecher

As outlined in the Association's Bylaws, any corporate member wishing to add their name in nomination may do so by submitting a petition bearing the genuine signatures of at least ten (10) corporate members of the Association who are in good standing. The petition must be submitted to me by May 16, 2011. Submittals can be sent to my attention at the Hoffman Estates Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169.

Again, as outlined in the Association's Bylaws, in the event of a contested election, the election of officers shall be by ballot, prior to the annual meeting. In the event of an uncontested election, the Nominating Committee's recommended slate shall be elected by unanimous consent of the membership at the annual meeting and no ballot will be required.

I appreciate the good work of the following ILCMA Nominating Committee Members: Peter Austin (IACA); Steve Tilton (IAMMA); Mark Latham (SWICMA); David Lothspeich (Metro Managers); Jeff Fiegenschuh (Downstate); and John Coakley (Presidential Appointee).

For questions regarding this report and/or recommendations to the membership call 847-781-2601.

Respectfully,
James H. Norris, Village Manager, Village of Hoffman Estates
& ILCMA Immediate Past President

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Who's Who Directory Update

Becky Suhajda, formerly with Hoffman Estates, is the new Management Analyst in Hanover Township. Her new contact information is:

Becky Suhajda
Management Analyst
Hanover Township
250 S. Route 59
Bartlett IL 60103
Office Phone: 630-837-2297
Email: bsuhajda@hanover-township.org

New Contact Information for **Randy Recklaus**:

Randy Recklaus
Village Manager
Village of Clarendon Hills
One North Prospect Avenue
Clarendon Hills, IL 60514
Phone: (630) 286-5404
Email: rrecklaus@clarendonhills.us

Congratulations to **Barry Krumstok** who was appointed as the new city manager in Rolling Meadows. Barry was the assistant in Rolling Meadows and was serving as the interim manager prior to the appointment.

Congratulations to **Richard Keehner, Jr.** who was appointed Villa Park's new village manager. He was formerly the city administrator in East Moline.

Welcome New Members!

Allison Alonzo, Village of Downers Grove,
Management Analyst

Michael G. Bartholomew, City of Des Plaines,
Director of Community & Economic Development

Andrew Bernard, Student

Samantha Brunell, City of Rockford, Administrative Intern

William Catalano, City of Le Roy, City Administrator

Timothy Hammond, Hammond Investment Management, LLC

Erin Inman, Primera Engineers

Brian McFadden, Sangamon County, County Administrator

Phillip Rodriguez, DuPage County Office of Homeland
Security & Emergency Management, Emergency
Manager & Planning Strategist

Ashley Stambaugh, Village of Oak Brook,
Administrative Intern

Samantha M. Timko, City of Beloit, Intern

Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Who is Allowed to Speak at a Public Meeting?

By: Adam Simon and Stewart Diamond, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.

So just who is allowed to speak at a public meeting? That is the question many public officials and residents are asking following the enactment of Public Act 96-1473, which amended the Illinois Open Meetings Act by adding, among other things, the following provision to Section 2.06: "Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body." This article is designed to assist public bodies draft the rules which will govern public participation during their public meetings.

To start understanding what the General Assembly intended, it is important to explore the history of the bill which ultimately was enacted into law – House Bill 5483. Originally, HB 5483 didn't address public comment. Through three House amendments and ultimately Senate Floor Amendment 2, the types of meetings to which the law applies was changed. Specifically, House Committee Amendment No. 1 required a public comment period "at meetings subject to this Act," which implied that there needed to be a public comment period at every open meeting. By contrast, the final bill removed that requirement. One way to interpret this change is that governing boards may establish rules to describe at which meetings the public may provide comment and address the board – a decision which is supported by the case described below. Whatever rule is chosen, it should be applied uniformly and without regard to the subject matter of a person's commentary. Some governments may take the view that it is simpler to allow public comment at all open meetings. The rule adopted should also indicate if it applies to all committees and sub-units of the government as well.

In addition to establishing at which meetings the public should be permitted to address the board, the law is also silent regarding other limitations applicable to the rules created by the governing body. However, any time the government creates rules which affect a person's right to express political views, either with words or expressive conduct, a First Amendment analysis is required. Fortunately, the case *Rana Enterprises, Inc. v. City of Aurora*, 630 F.Supp. 912 (N.D. Ill. 2009), has provided public bodies with a road map for this analysis and given examples of what types of rules are allowable.

In *Rana Enterprises*, the City had earlier adopted by ordinance rules regulating the manner of public participation which would apply when it was allowed during City Council meetings, including a 3-minute time limit and relevancy requirement which constrained comment to items on the agenda. Notwithstanding these rules, the plaintiff's attorney attempted, at a series of meetings, to speak longer than three minutes, discuss irrelevant topics or speak at times when he was not recognized by the chair of the meeting. In each

case the acting chair either admonished the lawyer to conclude his remarks, keep them relevant or refused to permit further comment, in reliance on the City's published rules.

In analyzing the City's conduct during this series of meetings, the Court found the City had acted appropriately and held that the rules were designed without reference to the content or viewpoint represented by a speaker's message and constituted reasonable time, place and manner restrictions which left open ample alternative channels of communication to the City Council, including written comment. Furthermore, the Court made a number of important holdings generally applicable to all public bodies, including: (1) municipal council meetings that allow public participation are considered a "designated public forum;" (2) a time limit for public participation is reasonable, narrowly tailored and serves a significant government interest; (3) a governing body has a significant interest in effectively conducting business; (4) a municipal council does not violate the First Amendment when it limits public participants to speaking only about subjects on the agenda; and (5) a city is permitted to not allow public participation at all meetings, resulting in such meetings where it is not permitted being considered a "non-public forum."

The sample rules approved in *Rana Enterprises* and the holdings described above provide excellent guidance to public bodies as to what form of regulation of public participation is permissible. However, *Rana Enterprises* does not address all of the possible circumstances which occur during public meetings, which anyone would know who attended a few. Moreover, since P.A. 96-1473 is so new Illinois courts have not had an opportunity to review how public bodies will apply it. To help predict how Illinois courts and the Attorney General may evaluate the First Amendment issues which arise under the law, we have presented below a digest of cases from other states which have had public participation laws applicable for a longer time.

Galbiso v. Orosi Public Utility District, 167 Cal.App.4th 1063 (Ct. App. 5th Dist. 2008): California law does not exclude from public comment topics for which the public body is authorized to enter closed session, but an individual may not use public comment to force a legislative body to engage in debate in open session.

Chaffee v. San Francisco Public Library Comm'n, 134 Cal.App.109 (Ct. App. 1st Dist. 2005): A time limit on public comment may reasonably be interpreted to apply during the entire course of a meeting, rather than as to each item on the agenda.

Rowe v. City of Cocoa, Florida, 358 F.3d 800 (11th Cir. 2004): Residency restriction that allowed city council to decline to hear arguments at their meetings by persons who were not residents or taxpayers did not violate free speech or equal protection rights of non-residents.

State of Ohio v. Cephus, 161 Ohio.App.3d 385, 830 N.E.2d 433 (Ct. App. 2nd Dist. 2005): City's criminal ordinance prohibiting people in attendance at meetings from becoming boisterous or performing any act, individually or in concert with others, which interferes with the good order and decorum of the commission, was not unconstitutionally vague.

Norse v. City of Santa Cruz, 629 F.3d 966 (9th Cir. 2010). The Court sided with a person who was expelled from one meeting for whispering and another for making a silent Nazi salute. The Court ruled that spectators have First Amendment rights of reasonable expression, which doesn't disrupt a meeting, even after the portion of the meeting generally open for public comment has passed.

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The Pursuit of Retail Sales Tax Revenue "Chasing Rooftops"

By Roger K. Dahlstrom, AICP, Assistant Director, Center for Governmental Studies, Northern Illinois University

It is generally acknowledged that residential development, in most forms, does not support itself from a fiscal standpoint. Yet, many local governments advance land planning policies designed to encourage residential development in order to attract retail commercial uses. Even though some level of commercial development is likely to follow residential development, these practices generally ignore the fact that a substantial massing of residential development must be in place prior to retail commercial potential reaching required thresholds of probable demand. Some observers refer to the phenomenon as "chasing rooftops".

Retail sales tax represents one of the most sought-after sources of municipal revenue in Illinois. Retail sales tax revenues may be directed to general needs based on local discretion. Unlike the property tax, retail sales tax is usually collected in relatively small increments, and a portion of the revenue often comes from non-residents of the taxing body.

Essentially, sales tax revenue can be projected based upon commercial development or household expenditures, or some combination of the two factors. In general, sales tax revenue projections from commercial development tend to be more predictable and reliable than projections based on household expenditures. In large part, that is due to the nature of the sales tax revenue distribution system in Illinois which is based on "point of sale". The distribution system usually results in a robust relationship between new retail commercial land uses and additional sales tax revenue.

Conversely, the introduction of new households may, or may not, generate much additional sales tax revenue. Household expenditure patterns can be influenced by many factors including, but not limited to: nature of shopping opportunities in the subject community; nature of shopping opportunities in nearby communities; real and perceived distance to shopping opportunities; and variations in household income. Consequently, the assignment of household retail sales tax revenue to additional households should be undertaken in a conservative manner - particularly in tightly developed metropolitan areas.

Perhaps, in recognition of a more predictable sales tax revenue stream from commercial development, many local governments engage in intense competition for additional retail commercial land uses. That competition can result in a variety of strategies. This article briefly examines one example.

Land use and economic development policies predicated on a desire to attract retail commercial development with residential development rely on one primary assumption: The net positive revenue impact of the resultant commercial development will be sufficient to offset the potentially net negative cost impact of the residential development required to create the retail market base. In other words, the net positive impact must be of a magnitude great enough to offset any current negative impact and the accumulated negative impact of the past. Although this premise is vital to the underlying land use/economic development policy, the nature and extent of its success is likely to vary greatly based on a number of factors, and these factors are influenced by both internal and external forces.

Due to the number and nature of influencing factors, a policy of encouraging residential development to attract retail commercial development may prove to be neutral or even negative with respect to long-term fiscal balance. It is important to recognize that the residential development component will be in place for many years while the commercial component may fall victim to changing trends in retailing. Therefore, in the interest of formulating sound policy, an attempt should be made to project the effects of the various factors prior to pursuing implementation.

The specific elements of analysis required to complete an in-depth projection of likely success could be very briefly described as follows:

1. Transforming housing values into probable household income levels. Although specific household income is unknown prior to development, it can be estimated based on anticipated housing values. What is the relationship between anticipated residential development and household income?
2. Determining probable household expenditure patterns based on disposable income. Estimating the purchasing patterns of anticipated households can provide insight into the nature of local demand. What types and volumes of expenditures are the new residents likely to make?
3. Determining the probable distribution of expenditures between convenience and shopping goods. Generally, goods are classified as "convenience" or "shopping" goods and household purchasing behavior for each differs by income level. How will expenditures be distributed between the two primary forms of goods?
4. Estimating the amount of convenience and shopping goods expenditures directed to local sources of supply. Convenience goods are more likely to be purchased locally while shopping goods purchases usually have a broader geographic distribution. How much of the sales volumes will you capture?
5. Determining the amount and mix of additional retail commercial space required to meet the estimated demand and the associated sales volumes. A projection of the local retail commercial development response to anticipated residential development can be derived by examining the findings of items 1 through 4 above. What type of retail commercial development are you likely to get?
6. Projecting the fiscal impacts associated with the introduction of the additional residential and commercial development. The final step in the analytical process is to determine the probable fiscal success of policy implementation. Is it going to work in your community?

Obviously, each of the six elements listed above entails data research and a fair number of calculations, and the projection horizon would need to be in a range of 10 to 20 years to produce meaningful impact estimates. Clearly, there are a number of disparate actions and conditions that must come together to expect success. So, the question is: "Are the stars aligned for my community?" And, the answer is: "Maybe." In fact, determining the real potential for success requires some rigorous analysis. However, in the absence of that form of research, "chasing rooftops" may be considered a rather risky land use/economic development policy.

See partner ad on page 14

Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Let's Make a Deal: Thoughts on Public-Private Partnerships for Development in the New Economy

By Stephen B. Friedman, President, Anthony Q. Smith, Practice Leader, and Geoffrey Dickinson, Project Manager, S. B. Friedman & Company

There are signs that the economy is recovering, if slowly, and property owners, developers, and lenders are beginning to try to find ways to "work-out" their problems. This includes finishing projects, re-programming developments with different uses, and in some cases starting new projects with uses for which there is a market, such as rental housing. There are some, albeit limited, signs of life in commercial and retail projects. Auto dealers are moving around. Industrial and distribution projects can be driven by operational considerations more than real estate market conditions. Municipalities are again being asked to create various forms of public-private partnerships for development. The requests can be substantial, but the need to restore growth, capture tax revenues, and show the electorate that the officials and management of the community are pro-active leaders are all compelling. In such a climate, how do you make deals that are good for the community and will result in successful development?

There are several key elements to sound decisions including:

- Community Goals
- Project Quality and Feasibility
- Benefits and Costs of the Proposed Project
- Need for Assistance
- Maximizing Public Benefit and Managing Risk

Community Goals. In times of economic stress, it is tempting to pursue any project that will bring a positive short-term financial gain such as a big-box retailer or industrial concern. However, in the long run, most communities' fiscal balance includes a healthy measure of residential value (up to 80% of tax base even in a "balanced" community). Commercial, industrial or other projects that are incompatible with community goals and the quality of the environment can undermine the attractiveness of the community and its character and in the long run may hurt more than help.

Project Quality and Feasibility. No amount of public help can rescue a project that does not meet the quality standards of the marketplace, does not fit the site properly, is not well supported in the market, and is not economically feasible (albeit perhaps with a little help). Is this the kind of project people in your community will want to frequent, live in, and use? What is causing the economic stress requiring assistance? Beyond a certain level, public tools cannot overcome project detriments and issues. Does the project fit well with the market in the next few years? For example, the condominium and storefront retail markets remain challenged while there is good demand for market-rate residential rental units due to the demographics of the region.

Benefits and Costs of the Proposed Project. Are there realistic estimates of the benefits – direct benefits of property and sales tax – from the project? There are many factors in property assessments that make it important to carefully evaluate likely taxes – and not

just in Cook County – particularly for commercial uses. Taxes need to be benchmarked against comparable projects. Sales projections need to be validated with industry data or financial statements. Are there direct costs of providing infrastructure and/or carefully analyzed, school costs? Even senior housing projects can have costs that should be considered and quantified. The net fiscal benefit is the upper limit of what should be considered as assistance in most cases.

Need for Assistance. Why does the project need help? Is there a competitive location in another community (or state)? Are there identifiable extraordinary costs that need to be addressed such as land assembly, demolition, or environmental remediation? Is the market a little soft for a desired project resulting in a financing gap? Are there financing issues such that there is a hole in the "capital stack" even though the project has adequate projected cash flow (and hence a need for a loan instead of a grant)? Have all private sources been maximized before considering public tools?

Maximizing Public Benefits and Managing Risk. The tools available to help facilitate these projects include TIF, Business Districts, Special Service Areas, Sales Tax Rebates, and New Markets Tax Credits in selected areas. A few communities also offer tax abatements. The state has programs particularly focused on attracting and retaining jobs. How we use these tools is important. TIF revenues can be lent to a project, not just granted as reimbursement for eligible costs. Sales Tax Sharing can be focused on extraordinary costs – the same need tests as for TIF – rather than being used simply as an incentive. Retailers in the metro area pick sites where the market is. The market may be in multiple adjacent municipalities who could share the sales taxes among themselves rather than with the developer. There also need to be performance requirements, assistance stops and "claw-backs" if developers do not perform or "go dark," and profit sharing to share in success in some cases.

Evaluating deals in this way may be more time consuming, but it helps ensure that the public receives the benefits it seeks in entering true public-private partnerships for development.

For further information you may find the following links helpful:
<http://www.cdffa.net>

<http://www.friedmanco.com/Real%20Estate%20Issues%201995.pdf>

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Pension Reform Bills Illustrate Shift in General Assembly

By: Joe McCoy, Senior Legislative Advocate, Illinois Municipal League, and John Phillips, City Manager, City of Rock Island

The March IML Managers Committee article highlighted the legislative policy changes taking place in Springfield as well as the need for continuing change. This month's article takes a look at several bills that exemplify the sea change that has occurred since the General Assembly fully grasped the magnitude of the financial threat posed by the State's growing unfunded pension liability.

Keep in mind that, until very recently, the General Assembly was entertaining a multitude of pension benefit sweeteners on an annual basis. Then in 2010, the General Assembly approved two rounds of pension reforms that created a second-tier of pension benefits for new hires in each of the 17 Illinois public pension systems. These reforms were pushed through over strong opposition from public employee unions.

In 2011, amid talk of further pension reforms, legislators have introduced several bills that would alter existing pension benefits, modify the structure of existing pension systems, limit the impact of salary increases on pensions, and even amend the Illinois Constitution to make future benefit enhancements more difficult to achieve.

Few of these bills will advance to the Governor's desk and into law. These bills are nonetheless significant in that observers of the General Assembly can often discern the prevailing political winds based upon the kinds of bills that are being introduced. One trend is evident - the General Assembly has lost its appetite for pension sweeteners and has taken up the mantle of reform. And this reform is bipartisan in nature.

Pension Benefit Changes

HB 146 (Representative Franks, D-Woodstock)

House Bill 146 would impose a pensionable salary cap within the 5 state-funded pension systems and IMRF on all earnings that exceed \$106,800. This amount would be annually indexed to the lesser of 3 percent or 1/2 of CPI-U. HB 146 would affect all participants within the included pension system regardless of date of hire.

HB 149 (Representative Cross, R-Oswego)

House Bill 149 would present three choices to participants within the 5 state-funded pension plans for future service: 1) keep current benefit levels but pay a higher employee contribution; 2) reduce future benefit levels earned but pay the current employee contribution amount; or 3) participate in a defined contribution plan.

Pension System Structure Changes

HB 1325 (Representative Harris, D-Chicago)

House Bill 1325 would authorize each pension fund and retirement system to establish and administer an optional retirement plan.

The bill authorizes each employer that is subject to the Illinois Pension Code to make an irrevocable election to participate in the plan.



HB 1959 (Representative Fortner, R-West Chicago)

House Bill 1959 would give new members of the General Assembly Retirement System and Judges Retirement System the option of participating in a defined contribution plan.

HB 3370 (Representative Fortner, R-West Chicago)

House Bill 3370 would require that IMRF create a defined contribution plan in which local governments could enroll all new employees hired on or after January 1, 2012. The decision of a local government to offer the plan would be irrevocable. Each participating local government could establish and modify plan features for their own employees.

SB 1679 (Senator Schoenberg, D-Evanston)

Senate Bill 1679 would consolidate the 641 downstate and suburban police and firefighter pension funds within IMRF. This legislation has technical problems and has drawn a great deal of opposition. Consequently, the sponsor has already indicated that he will not be seeking to move the bill further at this time.

Capped Salary Growth for Pension Purposes

HB 2061 (Representative Sente, D-Lincolnshire)

HB 2061 is likely to be amended to impose a 5% cap on the amount of a final salary increase that can be used in the pension calculation for new hires within each public pension system.

HB 3076 (Representative Harris, R-Mt. Prospect)

House Bill 3076 would amend the IMRF statute to provide that, if the amount of a participating employee's earnings for any calendar year used to determine the participating employee's retirement annuity exceeds the amount of his or her earnings with the same participating municipality or participating instrumentality for the previous calendar year by more than 6%, then the participating municipality or participating instrumentality must pay to the fund the present value of the increase in benefits resulting from the portion of the increase in earnings that is in excess of 6%.

HB 3426 (Representative Harris, R-Mt. Prospect)

House Bill 3426 would amend the IMRF statute to provide that lump sum payments for retirement, severance, or sick or vacation time may not be used to calculate the final rate of earnings.

HB 3427 (Representative Harris, R-Mt. Prospect)

House Bill 3427 would require that all public pension funds and retirement systems exclude the following items when computing the compensation, salary, or wages upon which an annuity, pension, or other benefit is to be based: (i) lump sum payments for retirement, severance, and sick or vacation time and (ii) any annual increase in compensation, salary, or wages of more than 6%. Applies only to persons who are participants on the effective date or who first become participants on or after the effective date.

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The IML is tracking each of the above pension salary factor growth limitation bills and is interested in feedback from municipal officials.

Pension "Double-Dipping"

HB 3375 (Representative McCarthy, D-Orland Park)
House Bill 3375 would provide that if a member or participant of any retirement system or pension fund is receiving a retirement annuity or retirement pension under that system or fund and becomes a member or participant of any other Illinois public pension system or fund and is employed on a full-time basis, then the person's retirement annuity or retirement pension under that system or fund shall be suspended during that employment. Effective July 1, 2011.

HB 3116 (Representative Jefferson, D-Rockford)
House Bill 3116 creates the Public Pension Abuse Abatement Act. The bill authorizes and directs the Governor to execute a compact on behalf of the State with any other state to end abuse of public pension programs. The bill provides that the compacting states shall agree that no governmental employer under the jurisdiction of any state shall pay wages or salary to any public pension fund annuitant unless that annuitant elects to suspend his or her pension for the duration of his or her employment.

Constitutional Amendments

HJRCA 5 (Speaker Madigan, D-Chicago)
HJRCA 5 is a proposed constitutional amendment that, if passed by the General Assembly and approved by the voters, would raise the vote threshold necessary to approve a pension enhancement from 60 votes (simple majority) to 71 votes (three-fifths supermajority).

SJRCA 6 (Senator Murphy, R-Palatine)
SJRCA 6 would raise the vote threshold necessary to approve a pension enhancement from 60 votes (simple majority) to 71 votes (three-fifths supermajority).

SJRCA 17 (Senator Brady, R-Bloomington)
SJRCA 17 requires that, before a pension enhancement can become law, the 5 state-funded pension systems must be at least 90 percent funded. This constitutional amendment only affects the 5 state-funded pension systems.

Of these Constitutional Amendments, HJRCA 5 is the most likely to be approved by the General Assembly and voted on by the public. The IML supports HJRCA 5.

Besides the bills included in this article, several "shell" bills have been introduced into the General Assembly that could be amended with additional pension reforms later in the session. Many Statehouse observers are also waiting to see if the Legislative Leaders agree to send a bill to the Governor that reduces pension benefits. Such a move would set up a possible constitutional test case in the courts to discern if reducing pension benefits for existing employees, likely for time not yet accrued, is permissible.

The IML Municipal Manager's Committee has been engaged in discussions regarding pension issues for many years since pension obligations represent a major cost to local government. This change in attitude and the political environment in Springfield will warrant the continued observation and involvement of the Committee as well as all local government managers and administrators.

Promoting Awareness of ICMA's Compensation Guidelines



ICMA developed formal guidelines for negotiating public sector compensation in October 2010.

The guidelines ensure that the practice for establishing the compensation of local government managers is fair, reasonable, transparent, and based on comparable national and regional public salaries. The guidelines also outline the roles and responsibilities of elected officials and managers in compensation policy and decisions.

ICMA encourages all members to review and adopt the ICMA Guidelines for Compensation in their entirety. Read more about Maintaining Public Trust Around Compensation on the ICMA website at http://icma.org/en/icma/knowledge_network/documents/kn/Document/302085/ICMA_Guidelines_for_Compensation.

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Save The Date: April 15

2011 IAMMA Annual Conference

Conference Session Topics Include:

Morning Sessions

- **Keynote Address**, 9:00-10:30am
Marty Bourke, 2010 IAMMA Outstanding Manager

Breakout Sessions

- **Investigative Interviewing Strategies for Supervisors & HR Professionals**, 10:45am-noon
City of Warrenville, Ray Turano, Chief of Police & Jennifer McMahon Assistant City Administrator
- **A Look at Consolidation and Outsourcing**, 10:45am-noon
Village of Roselle Chief of Police James R. Kruger, Jr., DuPage Public Safety Communications
Tom Jakobsen with *ClientFirst* Consulting Group, outsourcing Information Technology

Afternoon Sessions

- **Current Trends in Interest Arbitration and Collective Bargaining**, 1:15-2:30pm
Bob Smith, Clark Baird Smith LLP
- **How to Provide the Same Level of Services with a Slashed Budget**, 2:45-4:00pm
IGFOA Panel Discussion: David Richardson, Finance Director, Village of Streamwood & Stan Helgersen, retired Finance Director, Village of Carol Stream

Attendance Costs

- **Interns/Full-Time Students**, \$30
- **IAMMA Members**, \$40
- **Non-Members**, \$50

Online Registration Available At:

http://registeruo.niu.edu/iebms/wbe/wbe_p1_main.aspx?oc=40&cc=WBE4011572

Registration deadline is April 8. Cancellations must be made by April 11.

A continental breakfast and lunch will be served.
Further information on topics, speakers and social events to follow!

When: Friday, April 15, 2011

Time: 8 am to 4 pm

Where: Northern Illinois University —Naperville Campus

There will be two student scholarships awarded for Conference attendance. If you are interested in applying, please submit your resume and a letter detailing why you would like to attend to John Prejzner at jprejzner@lwd.org by March 31, 2011.

For sponsorship information, please contact
Kendal Dean at dean@northbrook.il.us

The "TLG Experience"

At the 2011 Transforming Local Government/FCCMA Conference attendees will hear and speak directly with staff members of local jurisdictions of all sizes from across the country that are developing new policies, administrative practices, and management techniques to solve tough problems, rethink traditional processes, or outperform established approaches.

This year's conference theme, "Making Magic: How Bold Can Government Be?," will provide thought-provoking presentations.

Alliance for Innovation Board member Randall Reid of Alachua County, Florida, has regularly attended the annual Transforming Local Government Conference for many years. But Reid has never traveled to the TLG Conference alone and will not be alone in Clearwater this year. In the past decade over 10% of the County's 900 plus workforce has attended the conference with the County Manager as a part of an employee team.

Reid believes in strategically using the TLG Conference experience as an opportunity for organizational team building and creating an environment of innovation and continuous improvement. "I would suggest to managers that organizational change can best be done when a diverse group of employees actually experience being a part of a team, have a shared learning experience and bond together in an effort with a common mission and personal commitment to improving our organization." He credits the exposure of his employees to the very high quality, thought-provoking speakers and case study session formats for "enhancing the motivation and success of my efforts to positively transform the organization."

The TLG Conference involves all County employees in two ways. The County first undertakes to submit programs from Departments to be considered as case studies at the TLG Conference. This internal competitive process among divisions to present their best projects has produced frequent winners but also an annual focus on innovation. If a project is selected for the conference the winning department employees gain bragging rights and get to form a "show team" to attend the TLG conference with the County Manager. "Seeing my vehicle maintenance crews put on a creative theatrical play about their process improvement achievements was one of the highlights of my career and still leaves me laughing," Reid confided.



Annually in January Reid also selects from departmental nominations a team of employees representing a cross section of the county's 900 employees to form a TLG "travel team" to attend the conference. After selecting a team leader, the group organizes the trip, meets with former TLG alumni and selects sessions to attend at the conference. The employees work as a team to travel to the conference, create symbols of team identity, and meet daily to debrief, debate and share ideas encountered at the sessions and attend the social functions.

Alachua County expects leadership at every level of its workforce. The county has used the TLG Conference to develop a culture of leadership within their organization based in part around the process of attending the annual TLG conference with a diverse, cross-departmental team. Reid hopes to see new faces at the Clearwater conference and suggests, "In the current fiscal environment the annual TLG Conference is a great opportunity to bring along some employees who need the motivation and sense of empowerment a TLG conference can inspire."

TLG/FCCMA highlights the leaders of innovation in the public sector and attracts participation from local governments that are deliberately seeking new and innovative ways to connect people, information and ideas that support their efforts to be the best communities in which to live, grow, work, play and prosper.

Visit www.tlgconference.org to learn more about conference details, and to register and book your room at the host hotel. Register by April 1 to take advantage of the early bird registration rate – a 10% discount off of full conference registration! Also, book your hotel room by April 29 to secure the discounted conference rate at the host hotels.

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ILCMA Award Nominations Sought

It is once again time to think about the people you know who are deserving of recognition. This is your chance to make sure that someone you respect receives the kudos to which he/she is entitled.

The ILCMA Awards program was inaugurated in 1994. There are two awards, the Robert B. Morris Lifetime Achievement Award and the Special Service Award.

The Robert B. Morris Lifetime Achievement Award is presented to a retired individual who has served no less than 15 years in local government, at least eight of those in Illinois. We are looking for candidates who have made significant contributions beyond their own communities, e.g., through service to the associations and the profession.

The Special Service Award is presented to individuals who have

- notable association or affiliate activity;
- significant professional accomplishments;
- significant personal accomplishments including private interests, family interests, acts of heroism, charitable acts, or social accomplishments.

To see a list of past recipients please visit the ILCMA website at <http://www.ilcma.org/index.aspx?nid=207>

Nominations must be received by April 22, 2011. Send nominations to: ILCMA Award Nominations, Regional Development Institute, NIU, DeKalb, IL 60115 or via fax to 815-753-7278.

You know who among your peers has gone the extra mile. Nominate that individual for an award. Take this opportunity to spread some sunshine!

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Mentor the Future through
Speed Coaching:
A Professional Development
Session for Aspiring
Local Government Leaders
Honor the Future
at the
IAMMA Awards Luncheon



Brought to you by:
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BRING YOUR ASPIRING LEADERS

Registration 10:15 am

Speed Coaching 10:30 to 11:30 am

Participants will have the opportunity to network with City/County Managers and Administrators in a fun yet time-sensitive format!

Bring Business cards!

IAMMA Awards Luncheon 11:30 am

Attendance for both the Speed Coaching and Luncheon will be \$30!



Who: Municipal and County Managers/ Administrators, Department Heads, Senior Staff, Division Managers and Aspiring Local Government Leaders

What: A chance for aspiring leaders to connect one-on-one with Municipal and County Managers/Administrators and Department Directors

When: Wednesday, May 11, 2011
 10:30 am to 11:30 am

Immediately before the IAMMA Awards Luncheon

Where: Harry Caray's in Lombard
 70 Yorktown Shopping Center, Lombard, IL

Why: In the spirit of building the leadership bench, we know that networking opportunities provide new ideas and excitement to advance the careers of emerging leaders.

Cost: \$30 per person for the Speed Coaching and Awards Luncheon
 Payment must be made at the door. Checks should be made payable to "IAMMA"

RSVP: By Friday, May 6th, 2011 to Alex Galindo with ILCMA at: agalindo@niu.edu or 815-753-5424



Leaders at the Core of Better Communities

Volunteer for an ICMA Member Committee by April 25

ICMA invites all members to share their knowledge and skills by serving on a member committee. Member committees draw on the skills and interests of a broad cross section of the membership to study issues of interest and importance to local government or to the organization. They also provide opportunities for member connection, networking, and professional development.

New Volunteer Opportunities

- Task Force to Update the ICMA Model Employment Agreement
- Task Force to Develop a Guide on Breaking into Local Government
- Task Force to Update Internship Resources
- Ongoing Committees, Task Forces, and Advisory Boards
- Advisory Board on Graduate Education
- Awards Evaluation Panel
- Conference Evaluation Committee
- Conference Planning Committee
- Governmental Affairs and Policy Committee
- ICMA Welcome Ambassadors
- International Committee

How to Volunteer for a Committee

Complete the online Committee Volunteer Form no later than April 25. Appointments are made by the ICMA president-elect in early summer. Letters of appointment will be sent to appointees in ample time for them to make travel arrangements in order to attend their first meeting at ICMA's Annual Conference. For complete information visit the ICMA website at: http://icma.org/en/icma/members/committees_task_forces/current_committees.

Scholarships Help First-Timers and MITs Attend Conference

As part of its ongoing commitment to attracting a wide and diverse group of people into the local government management profession, developing and mentoring early-to-mid-career professionals already in the field, helping MITs and members working in smaller communities, ICMA is accepting applications to its 2011 Conference Assistance and Stene Academic Scholarship Programs. The deadline for all applications is Monday, May 16, 2011. Full information on ICMA's conference scholarship program may be found on our website.

Conference Assistance Scholarships

ICMA's Conference Assistance Scholarships are divided into four categories:

- The Young Professional Scholarship
- The Workplace Diversity Scholarship
- The Member in Transition Scholarship
- The Small Community Employee Scholarship.

To be eligible for any of ICMA's Conference Assistance Scholarships, applicants must meet the following criteria:

- Be a first-time ICMA Annual Conference attendee (this requirement is not applicable to persons applying for the MIT scholarship nor those who attended a past conference as a student member)
- Be a full-time local government employee (no part-time interns; /MITs excluded from this requirement)
- Submit a completed application form
- Demonstrate through an essay an avid interest in a career in local government management
- Submit two recommendation forms signed by local government managers or administrators who are familiar with your work.

Application materials are due May 16. Questions regarding ICMA's Annual Conference Scholarship Program should be directed to confscholarships@icma.org.

Stene Academic Scholarship Program

Each year, ICMA selects a graduate school student as the recipient of its \$1,000 Edwin O. Stene Academic Scholarship, named in memory of Kansas University Professor Edwin O. Stene. ICMA also will provide the Stene scholarship recipient with complimentary registration to its 2011 Annual Conference. Travel and housing expenses are not included in the Stene Scholarship stipend.

Stene Scholarship Eligibility

Students enrolled by September 2010 as full-time graduate students specializing in local government at a college or university recognized by the National Association of Schools of Public Affairs and Public Administration are eligible to apply for the Stene Scholarship. Applicants must have had little or no full-time experience in local government, internships excluded.

Application requirements are found on the ICMA website and application materials must be submitted by Monday, May 16, 2011. Address questions to confscholarships@icma.org.



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Greg Kuhn
Dawn S. Peters
Norm Walzer

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Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

If so, ILCMA has a solution to your problem. Have you ever considered utilizing one of ILCMA's programs to help fill temporary job assignments or conduct a special project? ILCMA has two programs that may meet your needs:

Manager in Transition Program (MIT) – ILCMA keeps a list of Illinois managers in transition. These managers are willing and able to fill positions, do special projects, and provide expert service to you and your community. (list of MIT's below).

Professional Resource Program (PRS) – The PRS program consists of retired, semi-retired, and MITs who are again able to do special projects, fill positions and provide expert professional services to your local government. For information please visit the ILCMA website at <http://www.ilcma.org/index.aspx?nid=217>.

The ILCMA Range Riders have the most current list of managers in transition and professional resource program participants. Please do not hesitate to contact either Dawn Peters at ILCMA or one of the Range Riders.

Also, don't forget about recent MPA graduates. This is a tough job market and many of them are searching desperately for a position. They may be willing to provide services on contract for short-term projects. This will help them gain additional experience while searching for their first full-time position. Contact any of the graduate schools in your area to identify students who may be willing to do this type of work

Managers in Transition who agreed to publicize their information:
(Visit the Members Only section of the ILCMA website to view resumes of those who have submitted them)

Aimee Ingalls
ingalls345@comcast.net
815-592-6090

Deborah Nier
Tnier847@frontier.com
815-895-8042

Jill Velan
jillvelan@yahoo.com
847-489-5854

Conrad Kiebles
c.kiebles@yahoo.com
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Wally Douthwaite
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630-897-7585

Scott Hartman
islandtime@hotmail.com
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Sarah Phillips
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Cell: 847-867-5151

Steve Jones
sajones400@gmail.com
708-588-0461

Steve Gutierrez
sgutierrez246@sbcglobal.net
630-209-7688

SUMMER CONFERENCE 2011

JUNE 15-17 IN O'FALLON, IL



HOWARD FINEMAN THURSDAY KEYNOTE

Inside Washington: A Political Update

Political analyst Howard Fineman breaks down the latest developments from Washington and addresses their impact on your industry. With humor and insight, he leads audiences through an animated discussion of the most pressing issues affecting our nation today, answers questions about current political concerns, and offers predictions for what's next on Capitol Hill.

A senior Washington correspondent and columnist for *Newsweek*, Fineman has reported from the nation's capital since 1980. His

"Living Politics" column also appears weekly on Newsweek.com and MSNBC.com. He also serves as a political analyst for NBC News and is a frequent contributor to *Hardball with Chris Matthews* and *Countdown with Keith Olbermann*. Fineman's latest book, *The Thirteen American Arguments*, a national best-seller published by Random House, was released in paperback in March 2009.

GLEN HIEMSTRA, FUTURIST

FRIDAY MORNING CLOSING KEYNOTE



In this closing keynote, Glen Hiemstra, Founder of Futurist.com, will explore future trends as they impact the future of our communities and governance. The big trends – economy, population, energy, environment, technology, food security – influence the future of cities and communities in surprising ways, and offer both challenges and opportunities. What is the future of cities in a world where the biggest population trend continues to be movement toward cities? What is the future of governance in a world where the conflict between infrastructure needs and money seems unending? What options do we have to create the preferred future, rather than just waiting for the future to happen to us?

Glen Hiemstra has worked with many municipalities, government agencies, and task forces on creating the long-term future including cities like Atlanta and Tulsa, and communities of a few thousand, like Pullman or Longview, Washington.

CRAIG RAPP IS PRE-CONFERENCE SPEAKER

Craig Rapp will present the pre-conference session "Authentic Leadership." This workshop will present a program for leadership success and show you how to develop your best self and how authenticity and integrity shape leadership. ICMA University invites you to apply the lessons from Bill George's latest book *True North: Discover Your Authentic Leadership* to your role as public sector manager. This workshop is designed to benefit leaders at all levels within local government. The key facets of leadership vision and values, core to individual organizational leadership at all levels, are examined. This workshop will focus on strengthening your own leadership skills as well as on developing a culture of leadership throughout your organization.

Downstate City/County Management Association

Spring Meeting April 28 & 29, 2011 Decatur Conference Center & Hotel Decatur, IL

Ryan McCrady of Decatur, IL has put together a great spring program. A golf outing at Scovill Club Course will kick off the meeting on Thursday, April 28. An alternative Downtown Self-Guided Tour is also being offered. Thursday evening we will gather for A cocktail reception and dinner at Paco's Sol Bistro, an eclectic restaurant in Downtown Decatur.

Friday morning's session includes a presentation by lobbyist **Julie Curry** on legislative issues facing local government and lobbying strategy in difficult economic and political environment. This will be followed by the **City of Decatur** presenting the details of a \$14 million redevelopment of its downtown and central business district. We will wrap up with **Carlo Cavallaro** discussing how municipalities can negotiate cable franchise agreements that best benefit their communities. Carlo will discuss how local ordinances can integrate with these agreements to provide maximum benefit and protection to your constituents. The meeting will conclude with lunch and a short business meeting.

This is a great opportunity to meet with colleagues from all over the downstate area.

.....

Accommodations: Please call Decatur Conference Center and Hotel at 217-422-8800 to reserve your room by April 14. Rooms are \$70.00 plus tax. The code you will need for that rate is Downstate Managers Association. *After April 14 the reserved block will be released.*

.....

Named one of the top 100 women-friendly courses in the United States by Golf for Women, Scovill Golf Course is the most visited Decatur Park District facility by out-of-town golfers. Sometimes called the shot-maker's course, Scovill offers manicured fairways surrounded by beautiful natural plantings. A member of the Audubon Cooperative Sanctuary System, Scovill was first designed by Tom Bendelow, then redesigned in 1991 by nationally renowned architect, Dick Nugent. This target style golf course will test your composure as triple bogeys are as easy to come by as birdies and eagles.



Registration Form
Downstate City/County Management Association
April 28 - 29, 2011
Spring Meeting
Decatur, IL

Name: _____

Title: _____

Jurisdiction: _____

Address: _____

Phone: _____

E-mail: _____

Registration Fee: \$50 – Includes the following meals - buffet breakfast & lunch on Friday. Please have registrations in by Thursday, April 21, 2011.

Dinner Reservations: Please indicate if you are planning to arrive in time for dinner at Paco's Sol Bistro. Dinner is "on your own".

***Golf Reservations:** Please indicate if you would like to sign up for the golf outing. The total cost for practice balls, green fees and cart is \$30. Lunch is at noon and tee times begin at 1:00 PM. All golf fees should be paid at the course.*

___ Yes, I will attend the Spring Meeting in Decatur, IL on April 28 & 29.

___ Yes, I will attend the social hour & dinner on Thursday evening at Paco's Sol Bistro.

___ Yes, my spouse or partner will attend dinner on Thursday evening.

___ Yes, I will participate in the golf outing on Thursday, April 28 – please pay at course.

___ Yes, I will have lunch at the golf course on Thursday.

___ Yes, I will participate in the downtown tour on Thursday, April 28.

Registration Deadline: Thursday, April 21, 2011

Make check payable to: Downstate City/County Management Association
Center for Governmental Studies
N.I.U.
DeKalb, IL 60115
Fax: 815-753-7278

Questions: 815-753-5424

Cancellations: To receive a full refund, cancellations must be received by Thursday, April 21, 2011. Registrants, who do not attend the meeting but have not canceled, are responsible for the entire fee. Registrants who have not paid will be billed.

Job Mart

City of Shawano, City Administrator

The City of Shawano (population 9,000) is a beautiful northeast Wisconsin county seat community located between the Wolf River and Shawano Lake. Mayor and Six council members elected on a non-partisan basis. \$6.7M total operating budget; 98 FT/ 24 PT employees. Salary \$75K to \$90K plus benefits, DOQ. One administrator since 2000.

Bachelor's degree, prefer master's in public administration/related and five years municipal administration experience. Desire experience in finance & budgeting, personnel management, economic development, union negotiations, capital improvement planning and execution, & grant writing; strong communication and team building skills, integrity, vision and a commitment to citizen service. Visit community web site at www.shawanowi.govoffice2.com/.

Send cover, resume, salary history and references to Public Administration Associates, LLC, P. O. Box 282, Oshkosh, WI 54903; e-mail paassoc@northnet.net; phone 920-235-0279; by April 15, 2011. Confidentiality must be requested by applicant and cannot be guaranteed for finalists. The City of Shawano, WI is an Equal Opportunity/Affirmative Action Employer and is a Drug Free work place.

Competitive salary with excellent benefits. Expected starting salary \$110,000±, depending on qualifications. The current City Administrator is retiring after holding the position since 2002.

Washington is a rapidly growing, financially and politically stable, home rule community located in central Illinois, ten miles east of Peoria and 35 miles west of Bloomington/Normal. It is noted for its historic downtown square, high quality schools, diverse housing choices and a high quality of life with safe and secure neighborhoods.

Over the past decade, Washington has experienced 40% growth in population, the construction of 1,505 new residential housing units and the addition of about 1,000,000 square feet of new commercial space. In 2007, the community opened Five Points Washington, a \$20,000,000 facility housing a recreation and fitness center, gymnasium, aquatics center, banquet center, performing arts center and public library.

Washington has operated under the Mayor/Council/Administrator

form of government since 1972. Major city services include Police, Fire/Ambulance (by contract), Public Services (streets, water, and wastewater), Planning/Zoning and various administrative and support functions. The City is staffed with 66 FTEs. The FY10-11 all funds budget is \$21M. City administrative operations were moved to a completely renovated new location just off the Downtown Square in 2010. Extensive renovations to the Washington Police Department are planned for 2011.

City of Washington, City Administrator

The City Administrator ensures that policy direction from the Mayor/City Council is carried out and that City services are provided in a fair, equal and cost-effective manner. The Administrator is responsible for and is given the authority to prepare the budget; recruit, hire, and supervise City staff; and to provide the City Council with complete, balanced and objective staff support. Professional personnel providing direct support to the City Administrator include: Chief of Police, City Engineer, City Controller, Public Services Manager, and Planning and Development Director.

Minimum Qualifications: Bachelors Degree (Masters preferred) and demonstrated successful experience as a local government manager/administrator or full assistant. Experience in a growing community is desirable. Must be a proven leader with exemplary communication and management skills; be politically astute in understanding the roles and relationships inherent to the Mayor/Council/Administrator form of government; and be able to lead staff as a cohesive team, build City Council trust and confidence, win community and intergovernmental support for Council policies, and effectively negotiate on behalf of the Mayor and City Council. Residency is required.

Interested candidates are encouraged to APPLY IMMEDIATELY. The preliminary screening of applicants is expected to begin on or about March 1st. The target start of work date is on or about July 1, 2011. The application process will remain open until the position is filled.

To apply: please submit by electronic means a cover letter and resume with current salary to Bob Morris at bmorris@ci.washington.il.us.

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Village of Lake in the Hills, Deputy Public Works Director

The Village of Lake in the Hills is accepting applications for the position of Deputy Public Works Director. This position assists in the management of the Public Works Department including oversight of airport operations, engineering, solid waste disposal and recycling operations. Job duties also include assisting with the administration of construction, maintenance, and repair for streets, potable water system, parks, forestry, storm water drainage, lakes, dams, street lighting, public grounds, fleet, and facility operations. A detailed job description is available upon request.

Minimum requirements for the position include a Bachelor's degree in Engineering or Public Administration or related field with seven years public works experience or any combination of education and experience that provides equivalent knowledge, skills, and abilities. A valid Class "D" Driver's License is also required.

This individual must possess strong analytical and decision-making skills and have the ability to manage and direct a group of workers. The individual must also be able to interact and communicate effectively with a variety of people including, but not limited to, attorneys, department heads, engineers, elected officials, co-workers, the public, and governmental agencies. Personal computer skills generally consistent with Microsoft Office applications, including word processing, spreadsheet, presentation, and database software, and the Internet are also required. Additional training is available to handle airport responsibilities.

Starting salary range for this full-time, exempt position is from \$76,275 to \$92,000.

To be considered for this position, submit an online application with an attached cover letter and resume at www.lith.org/Employment.html before the close of business on Tuesday, April 5, 2011.

For assistance with the online job applicant, please contact Laurel Larsen at (847) 960-7429.

Access to online job applicant is available in Village Hall located at 600 Harvest Gate during regular business hours.

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Job Mart

Village of River Forest, Assistant Village Administrator

The Village of River Forest (population: 11,172) seeks an energetic, innovative and dedicated individual to serve as Assistant Village Administrator. This position has remained vacant since 2007, and under a recently approved reorganization plan, has been reclassified and approved for hiring. The Village of River Forest is an established, historic community in the near western suburbs of the Chicago metropolitan area. Located in Cook County, River Forest encompasses 2.5 square miles and is home to two universities: Dominican University and Concordia University Chicago. The community is known for its beautiful neighborhoods with architecturally significant homes and tree-lined streets.

The Assistant Village Administrator is appointed by the Village Administrator and assists with day-to-day operations as well as special projects and tasks. As a smaller organization that is maximizing its efficiencies as much as possible, the Assistant Village Administrator will have a wide range of duties and responsibilities including:

- Manage the Village's building department (2.5 FTEs) and serve as the point of contact on land use issues and requests. Assist Village Administrator in economic development efforts and strategies.
- Manage all aspects of the Village's human resources function including health benefits administration through the Intergovernmental Personnel Benefit Cooperative (IPBC).
- Work with the Village Administrator in leading the Village's labor relations program with its three bargaining units.
- Serve as risk manager and represent the Village as the delegate to our risk management pool, IRMA.
- Coordinates Village's communication and marketing efforts
- Serve as liaison to the Village's Historic Preservation Commission and Plan Commission.
- Assist with annual budgeting process.
- Manage and conduct special studies and projects including researching, analyzing and recommending strategies relating to organizational, administrative and operational issues throughout the Village.

The successful candidate will possess the following:

Four to six years of progressively responsible experience in a municipal organization having skills in some of the following areas and the ability to quickly adapt to managing the others: Human resources, labor relations, risk management, community and economic development, general operations and administration, communications, and special projects.

Experience working in smaller to medium size communities & organizations - not afraid to "roll up their sleeves to get the job done."

Strong interpersonal, written and oral communication skills. The ability to build consensus and work in an organization focused on customer service.

A Masters' degree in public administration, business administration, human resources, political science or a related field.
A valid Illinois Driver's License.

Starting salary for this position is \$85,000-\$90,000, plus an excellent benefit package. Apply by Friday, April 29, 2011 with cover letter, resume, salary history and five (5) work related references to:

Village of River Forest
Assistant Village Administrator Recruitment
Attn: Eric Palm, Village Administrator
400 Park Avenue
River Forest, IL 60305-1798
Applications may be submitted electronically to AVAsearch@river-forest.us

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