



City/County Management in ILLINOIS

Strengthening the quality of local governance through professional management

August 2013

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Calendar of Events

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

August 2, 2013
SWICMA Luncheon
Collinsville

August 7, 2013
Legacy Project Luncheon
Buffalo Grove

August 8 – 9, 2013
Downstate Summer Meeting
Decatur

August 14, 2013
IAMMA Luncheon
Hoffman Estates

September 5, 2013
Legacy Project Luncheon
Woodridge Village Hall

September 6, 2013
IACA Meeting
Sycamore

September 22 – 25, 2013
ICMA Annual Conference
Boston, MA

September 23, 2013
ILCMA Reception at ICMA
Sheraton Hotel, Boston

October 17 – 19, 2013
IML Conference
Chicago

Beautiful view at Eagle Ridge



President's Column

Strengthening the Quality of Local Governance through Professional Management

By Mark Franz, Village Manager, Glen Ellyn & ILCMA President

I am very excited to work with the ILCMA Board, Range Riders, affiliate groups, and all of our volunteers on various committees that serve our membership so well. We want to thank all of you for your dedication and contributions in the past and for your hard work to come over the next year. Our mission remains to strengthen the quality of local governance through professional management. To continue to meet that mission, ILCMA begins the new fiscal year in sound financial condition, with a fund balance of \$344,518 as of May 31, 2013. Total membership at the end of the fiscal year was 698 members, a slight decrease over 2012.

For more information, [click here](#) to view the June 1, 2013 Annual Report.

In mid-July, the ILCMA Board completed a strategic planning session and formalized our goals and priorities for the next year. You may recall that we approved a 3-year Strategic Plan two years ago and through the leadership of previous ILCMA President's Juliana Maller and David Nord, and the coordination and dedication of Executive Director Dawn Peters, we have sustained our core functions and accomplished many of our strategic goals including:

- Maintained our committee to ethics and professional management through the support of the ICMA Code of Ethics and the Professional Conduct Committee
- Sustained fiscal responsibility and increase membership (See above.)
- Provided enhanced Conferences and interactive training opportunities including the Cal-Coaching Program
- Developed a new program to more comprehensively support our Members in Transition (MIT's)
- Created a new initiative, the Legacy Project, to support advancing women in the profession

Over the next year, we want to continue to build on this success and strengthen our services to our members. By partnering with our affiliate agencies, Illinois Association of Municipal Management Assistants (IAMMA), Metropolitan Managers Association (Metro), Downstate Management Association (Downstate), the Illinois Association of County Administrators (IACA), the Southwest Illinois City Management Association (SWICMA), Alliance for Innovation, and especially International City Manager's Association (ICMA), we hope to meet the following key priorities for the upcoming year:

- Develop a more proactive approach towards communication and interacting with our members by evaluating our website and internet presence.
- Create a public relations plan to build public awareness about the values of strong ethical and professional management at the local level
- Build a more comprehensive membership strategy, in partnership with ICMA, to remind our members the value received from joining ILCMA and our other affiliates.

In order to achieve these goals, we need your help. As I stated at the summer conference in Galena this past June, we need you to continue to be informed, engaged, and energetic about ILCMA, the profession, and our careers. With this enthusiasm, we ask you to consider being nominated for the ILCMA Board or volunteering for a Committee. Consider being a mentor for a young professional looking for guidance in this challenging environment. Continue to network with colleagues, or check-in with a MIT. This is our association, so we want and need input from everyone to meet our purpose of **strengthening the quality of local governance through professional management**. We look forward to a productive and exciting year; let us know how we can help you meet your goals.

Welcome New Members!

Andrey Ayers, City of O'Fallon, Management Analyst
Ivan Baker, Village of Tinley Park, Director of Economic Development
Jennifer Becker, Kane County Division of Transportation, Transportation Planner
Adam Brown, Village of Lincolnwood, Community Development Intern
Tom Chapman, Beehive Industries
Emily Creer, Village of River Forest, Management Intern
Larry Deetjen, Village of Oak Lawn, Village Manager
Ken Demlow, Beehive Industries
George Dixon, SAFEbuilt Illinois
John Emser
Pamela Gayles
Adam Hall, Village of Villa Park, Administrative Intern
Christopher Hansen, Kluber, Inc, Partner
Gary Hanson, DeKalb County, County Administrator
Justin Keenan, Village of Glen Ellyn, Administrative Intern
Johnathan Kiwala, Village of Kenilworth, Management Analyst
David Kraus, Village of Glencoe, Administrative Intern
Laura Lake, Village of Morton Grove, Administrative Intern
Rodrigo Lopez, University of Illinois, College Retention Specialist
Michael Mankoff, City of Elmhurst, Finance Intern
Ryan Mentkowski, Village of Bannockburn, Assistant to the Village Manager
Tracy Miracle, Village of Beach Park, Administrative Coordinator
April Mitchell, City of O'Fallon, Human Resources
Dave Olson, W. B. Olson
Emily Reilly, DePaul University, MPA Candidate
Jacob Rife, Village of Cary, Assistant to the Village Administrator
Mark Siefert, City of Crest Hill, Wastewater/Water Operator
Roscoe Stelford III, City of Woodstock, City Manager
Erika Storlie, City of Evanston, Citizen Engagement Division Manager
Jon Walker, SAFEbuilt Illinois
Sean Widener, Clark Dietz
Alex Yurk, Village of Homer Glen, Intern

2013-2014 ILCMA Affiliate Boards

IAMMA Board of Directors

President – Scott Sorrel, Peoria County
President Elect – Jenny Maltas, Deerfield
Treasurer – Jack Knight, Woodridge
Secretary – Ryan Waller, Lake County
Past President – Phil Kiraly, Northbrook

Board Members:

Doug Petroschius, Lincolnwood
Christina Burns, Clarendon Hills

Metropolitan Management Association Board of Directors

President – Ray Rummel, Elk Grove Village
1st Vice President – Gerald Sagona, Lake in the Hills
2nd Vice President – Maria Lasday, Bannockburn
Secretary/Treasurer – Mike Cassady, Bensenville
Past President – Barry Burton, Lake County

Board Members:

Gary Mayerhofer, Crystal Lake
Scott Niehaus, Tinley Park
Stacy Sigman, Northfield
Tom Mick, Park Forest
Kevin Barr, Schiller Park
David Hulseberg, Lombard
Jim Grabowski, Elmhurst

Downstate City/County Management Association Board of Directors

President – Randy Bukas, Flora
Vice President - Dorothy David, Champaign
Secretary-Treasurer – Ben McCready, Rock Island

Southwest Illinois City Management Association

President – Pamala Funk, O'Fallon
Vice President – James Morani, New Baden
Secretary/Treasurer – Doug Brimm, Trenton
Past President - Mark Latham, Highland

Illinois Association of County Administrators Board of Directors

President – Peter Austin, McHenry
President Elect -
Treasurer – Scott Sorrel, Peoria County
Secretary – Deb Busey, Champaign County
Past President – Scott Sorrel, Peoria County

ILCMA Announces 2013-2014 Board

At the Illinois City/County Management Association Annual Meeting on June 13, 2013 held in conjunction with the ILCMA's Summer Conference in Galena, IL, the election results for new officers and directors were announced. Serving the association during 2013-2014 will be:

President

Mark Franz, Village Manager, Glen Ellyn

President-Elect

Joe Breinig, Village Manager, Carol Stream

Vice-President

Kelly Amidei, Assistant Village Administrator, Libertyville

Secretary-Treasurer

Bob Barber, Village Administrator, Beecher

Immediate Past-President

David Nord, Member in Transition

Board Members

Mike Baker, Deputy Village Manager, Downers Grove

Scott Smith, City Manager, Charleston

Mike Cassady, Village Manager, Bensenville

Peter Austin, County Administrator, McHenry County

Scott Sorrel, Assistant County Administrator, Peoria County

Barry Burton, County Administrator, Lake County

Randy Bukas, City Administrator, Flora

Ray Rummel, Village Manager, Elk Grove Village

Pam Funk, Assistant City Administrator, O'Fallon



Membership Dues Due!

Have you paid your 2013-14 membership dues yet? If not, please send your dues form in today so that you can be included in the Who's Who Directory! Forms can be downloaded on the ILCMA website at:

<http://www.ilcma.org/membership.htm/>

YOU CAN ALSO DO ONLINE MEMBERSHIP RENEWAL!

To renew online using a credit card visit:

<https://www.ilcma.org/forms.aspx?FID=60>

Who's Who Directory Update

Steven Bosco, formerly the assistant to the village administrator in Bartlett, has been appointed as the new village administrator in North Aurora.

Fairview Heights City Administrator **Jim Snider** is the new city administrator in Fairview Heights. His new contact information is:

Jim Snider
City Administrator
City of Fairview Heights
10025 Bunkum Road
Fairview Heights, IL 62208
Phone: 618.489.2031
snider@cofh.org

ILCMA Presents Annual Awards

At its annual conference held June 12-14, 2013 the Illinois City/County Management Association (ILCMA) honored **Steven Carter** and **Robert Irvin** with its Robert B. Morris Lifetime Achievement Award and presented **William Ganek**, **Anne Marie Gaura**, **Heidi Voorhees**, and **Blaine Wing**, with Special Service Awards.

The **Robert B. Morris Lifetime Achievement Award** is presented to a retired individual who has served no less than 20 years in local government, at least eight of those in Illinois. ILCMA looks for candidates who have made significant contributions beyond their own communities, including service to the association and the profession. **Steven Carter**, a recipient of this year's award, retired in March of 2013 after serving for over forty-two years in the local government management profession. Steve's most recent position was city manager for the city of Champaign, a position he held for twenty-eight years. He was the city of Champaign's longest serving city manager. Steve began his career in 1971 as a management analyst for the city of Phoenix, AZ. From there he moved to Washington D.C. to become an ICMA Project Director and in 1974 he became assistant city manager in Sioux City, IA. His first city administrator position was for the city of Moline, IL, a position he held for six years. He was appointed the city manager for the city of Champaign in 1985. During his professional career Steve served as President of ILCMA and served on numerous ICMA and ILCMA committees. Steve was an esteemed leader and served with moral integrity throughout his career.

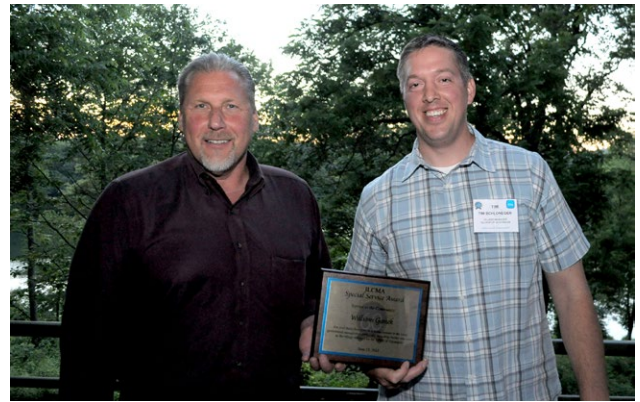
Robert Irvin also received the Robert B. Morris Lifetime Achievement Award at the 2013 ILCMA Summer Conference. Bob retired from the village of Lincolnshire after close to nineteen years as the village manager. He has served as ILCMA President and also as President of the Missouri City Management Association. Prior to serving as Lincolnshire's village manager, Bob was the city manager of Kirksville (1990 - 1993), and Cameron, Missouri (1984 - 1990). Before his service as a manager, Bob was assistant to the village manager in Winnetka (1982 - 1984), administrative assistant to the village manager, Winnetka, IL (1980 - 1982), and administrative assistant/planner, Miami Valley RPC, OH (1979 - 1980).

Bob has served on the Board of the Sommer Foundation, providing college or university scholarships to deserving high school seniors who have experienced the death of a parent and despite the resulting emotional trauma, have performed in an exemplary manner during his or her high school career. He has served his communities, his profession, and two state associations with distinction.

In addition to the Robert B. Morris Lifetime Achievement Award, four individuals received recognition for special service. The first **Special Service Award for Special Service to the Community** was given to **William Ganek**, who recently retired from the village of Algonquin, Bill just completed a thirty-five year public service career. Bill started his career as a senior planner in McHenry County from 1976 to 1981. From 1981 to 1992, he was employed as the director of planning for the city of Crystal Lake, which operates under the manager form of government (by referendum). In this position he worked directly with the city manager and was responsible for the management, service delivery and public policy facilitation in the area of community development for the City. The expanded responsibility provided to him by the city manager translated directly to his next professional opportunity as the manager for the village of Algonquin, which he began in 1992. Bill's leadership, mentoring, and outreach were centered on a strong adherence to the tenants of professional service. Because of this, he leaves a distinguished legacy of contributions not only to the communities that he has served but also to the local government management profession.



Steve Carter (third from left) was awarded the Robert B. Morris Lifetime Achievement Award. He is pictured with Mark Peterson, Greg Bielawski, Teri Legner, Dave Anderson, John Phillips and Paul Nicholson.



Bill Ganek (left) received a Special Service Award for Service to the Community. He was nominated by Tim Schloneger (right).



Anne Marie Gaura (second from left) was a recipient of the Special Service Award for Service to the Profession. She is pictured with nominators Heidi Voorhees, Katy Rush, and Rachel Lange.

The second **Special Service Award** was presented to **Anne Marie Guara** for **Service to the Profession**. Anne Marie, interim director of engineering and public works for the village of Schaumburg, was honored for her role in establishing the Women's Legacy Project in Illinois. She noted the continued absence of women in the higher levels of the local government profession in the State. To her credit, she initiated a gathering of ten women to discuss her observation and to develop a plan to address the shortfall. Additionally, the group determined several strategies to introduce local government to young professionals and mentor them once they enter the profession. She has demonstrated her personal concern for the support, well-being and growth of other professionals and those aspiring to a career in local government management.

In the two years that the effort has been underway, a monthly luncheon program with specific topics and speakers has been established. The luncheons are held in different regions of the metropolitan area and are focused on mentoring support and education of young, female, local government professionals. The luncheons also provide continued professional development for more experienced local government executives and have attracted women in other local government disciplines including engineers, finance directors, and police chiefs.

Additionally, an annual conference has been established. The first conference had over 120 attendees from across the state. The second annual conference took place in May 2013 and had over 155 attendees. Anne Marie also spearheaded a two year effort with ICMA to hold the organization's first educational session on women in local government at the 2012 conference in Phoenix, AZ.

Anne Marie wanted to leave a legacy to those in the profession, now and in the future, that local government is a great career for women and it is important in our effort to be effective to ensure we have sufficient representation of women and other minorities.

The third **Special Service Award for Service to the Profession** award was given to **Heidi Voorhees**, Voorhees Associates. Heidi has helped develop many professionals throughout her career. She not only shares her experiences and knowledge as an executive recruiter, but she shares her love and passion for serving the local government management profession.

Heidi continually volunteers her time to help members of ILCMA understand the complexities and challenges associated with public sector recruitment and selection. This year, she has shared her knowledge as a guest speaker at Illinois Association of Municipal Management Assistants' luncheon "Learn the Secrets of Interviewing Successfully and Dispel Resume Myths" and participated in numerous Legacy Project events.

As a founding member of the Legacy Project, Heidi continues to mentor women in the profession. In October 2012, she participated in an ICMA panel "Advancing Women in Local Government." In February 2012, she presented for the Legacy Project on "Getting the Top Job" at the ILCMA winter conference. Her firm also provided at no cost interview and resume review appointments at the ILCMA Winter and Summer conferences.

Heidi's contributions to the profession are far-reaching. She mentors and helps prepare all types of professionals in various stages of their careers for their next opportunity and helps them realize their potential.

Blaine Wing, assistant village manager in Oak Brook, was the fourth recipient of the ILCMA **Special Service Award for Service to the Association**. One of ILCMA's strategic initiatives was the development of a viable means to allow participation in professional development events by ILCMA members who are not able to attend these sessions. To meet this objective, ILCMA developed a practical program to view sessions through the ILCMA website. Blaine Wing was instrumental in making this effort work. Aside from researching and setting up the system, Blaine personally attended each meeting to operate the necessary equipment. Blaine's hard work, dedication, and willingness to use his expertise in this area have proven to be invaluable to ILCMA's professional development efforts.



Heidi Voorhees (left) received a Special Service Award for Service to the Profession. She was nominated by Jamie Ludovic. The award was presented by Rachel Lange (right).



Blaine Wing (left) was one of the recipients of the Special Service Award for Service to the Association. He was nominated by Kevin Barr (right).

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**ICMA ANNUAL CONFERENCE
BOSTON, MA
SEPTEMBER 22-25, 2013**



Leaders at the Core of Better Communities

Registration Information

Registration rates and deadlines for the ICMA 99th Annual Conference at the John B. Hynes Veterans Memorial Convention Center

**TAKE ADVANTAGE OF THE DISCOUNTED REGISTRATION RATES FOR ICMA MEMBERS:
REGISTER ONLINE BY AUGUST 22 TO SAVE.**

The easiest way to register for the Annual Conference is to [register online](#). Registering online also improves your chances of securing a ticket for events that have attendance limits. Online registrations must be paid by Visa, MasterCard, or American Express and may be divided between two credit cards to enable you to separate personal expenses from business expenses.

You must register by mail or fax if you are a nonmember who wants to join ICMA in order to receive the member discount.

REGISTERING BY MAIL OR FAX

If you prefer to register by mail or fax, click [here](#) to open the printable registration form, which is available in Adobe Acrobat format. (If you do not have Acrobat Reader, download it from Adobe for free.) You can also contact ICMA's Member and Customer Support Team (800-745-8780, 202-289-4262, customerservices@icma.org) to request a copy of the form. Please note that registrations by mail and fax will only be accepted through September 5.

Members: To register as a member, you must be a current member of ICMA. If you would like to verify your membership status, call the ICMA Member & Customer Support Center toll free at 800-745-8780 or 202-289-ICMA (4262) or e-mail customerservices@icma.org.

Note: ICMA membership is for individuals only.



ILCMA Reception at the ICMA Annual Conference in Boston

Once again, ICMA is setting aside an evening at the annual conference for affiliate receptions and alumni dinners. The ILCMA reception will take place after the NIU MPA 50th Anniversary Alumni Dinner. ILCMA is planning an after dinner cocktail reception at The Sheraton Hotel, which is connected to the convention center.

Location: Sheraton Hotel
39 Dalton Street
Boston, MA

Date: Monday, September 23, 2013

Time: 8:30 p.m. – 11:00 p.m.

Please join ILCMA for an evening of networking and fun!

We hope to see you at the ICMA Annual Conference in Boston, MA in September!

ILCMA Summer Conference Great Success!

The Illinois City/County Management Association held its annual summer conference at Eagle Ridge Inn and Resort on June 12 – 14 with 280 people in attendance. Member representation came from eighty-five municipalities and counties from across the state of Illinois. The keynote speaker was Rebecca Ryan, futurist and author, who presented "Our Cities 3.0: Reflecting, Responding and Redesigning for an Uncertain Future." Other sessions included "How to Mentor the Next Generation," "Ethics Court," "In House or Out - Information Technology," "The Media Experience," and "Healthcare Reform." The closing keynote on Friday featured Peter Burchard, NIU MPA Alum, who presented "How Work Works: Vision, Courage and Correction."

In addition to the annual conference, ILCMA held a celebration in honor of its 60th Anniversary. The event featured a special diamond jubilee event, James Bond style, which included the annual awards celebration. Steven Carter and Robert Irvin were honored with the Robert B. Morris Lifetime Achievement Award and William Ganek, Anne Marie Gaura, Heidi Voorhees, and Blaine Wing, were honored with Special Service Awards.



John Phillips, Range Rider, serenaded the crowd with the ILCMA 60th Anniversary song.



The song was to the tune of YM-C-A and the board, committee, and scholarship winners formed a flash mob to I-L-C-M-A.

ILCMA 60th Anniversary Song: Ballad of the MIT

(Lyrics by John Phillips, sung to the tune of "YMCA" by the Village People)

I know a woman in Illinois;
Made the traffic signals sync in time.
Cleaned up the mess at the garbage dump;
Saw a steady cut in crime.

Did a TIF deal out at the interstate;
Now the sales tax comes in high.
Balanced the budget, did a CIP,
Everything was going fine.

Well, an election came around; the mayor got beat.
The new council had other plans.
So she packed up her bags and her family,
To find a place for her guiding hands.

She knew there was a place where she could go,
To get the help that she would need.
Classes, training or a bottle of beer,
And good friends she'd like to see.

That place has been around for 60 years,
And getting stronger everyday.
Helping members like you and me
It's called ILCMA.

(Chorus)
I-L-C-M-A, I-L-C-M-A
Serving you and me; it's the place to be
For sixty years of history.
I-L-C-M-A, I-L-C-M-A
If it's a county or town; they'll be all around
Helping folks like you and me.

She searched from Moline to Oswego;
From Highland to Carol Stream.
She had Champaign in Crystal Lake
And Bourbonnais in East Moline.

She picnicked in the park in Tinley
In Orland and Villa too.
She hit the beach in Round Lake
And swam a lap in Streamwood too.

Climbed the trees in Oak Park and Woodridge,
In Sycamore and Elmwood Park
Did Paris, Geneva and El Paso
Danced the Charleston til almost dark.

Met up with Lisle, Lena and Le Roy
In a Rolling Meadow near the town.
She was Pekin in Cambridge, but Normal
And royal in Princeton town.

Well, this state might drive her crazy,
With all its Governors put away.
But there was one thing she could rely on,
And that was ILCMA

(Chorus)

She got a job near Mendota.
No longer an MIT.
It's a town with needs and she's ready to lead.
She'll make it a better place to be.

But there's one thing she'll remember,
As she goes along on her way.
There was something she could count on.
And it was ILCMA.

(Chorus)



ILCMA Summer Conference Snapshots!



The recipient of the James M. Banovetz Fellowship was Annie Tierney. She is pictured with Gloria Simo who nominated her.



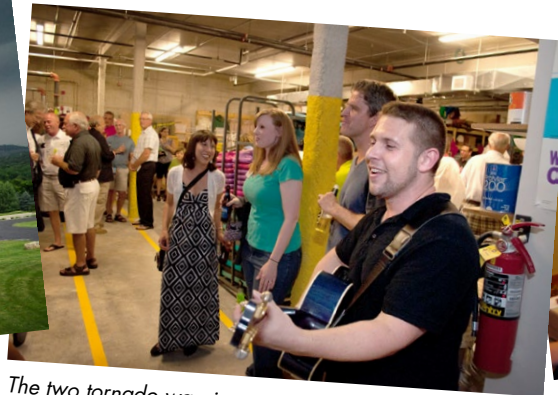
David Nord was presented with the President Plaque. He is pictured here with Dawn Peters and Mark Franz.



Rebecca Ryan provided the opening keynote on "The Future of Cities."



Folks gathered on the deck of the Owners Club to watch the storms roll in.



The two tornado warnings caused a mass exit to the basement, but that didn't stop the entertainment.



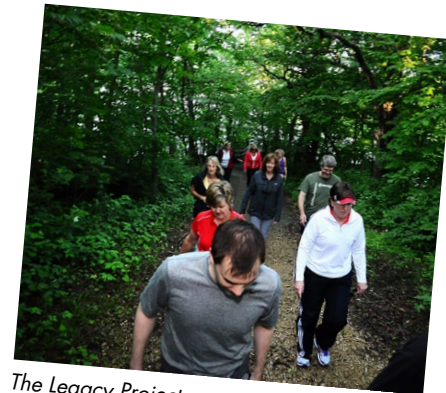
Craig Rapp presented the pre-conference session on "Creating a Life Map - A Year of Living Purposefully."



It was a packed house at lunch and the annual meeting where the new 2013-2014 Board was officially elected.



ILCMA Corporate Partners and attendees visit in the exhibit hall.



The Legacy Project sponsored a Thursday morning walk in the territories.



Conference Scholarship winners were Anna Soloff, John Schwarz, Anna Kloff, Trevor Bosack, and Bethany Burns.



Game night was a big hit!



The conference ended with a session on "How Work Works: Vision, Courage and Correction" by Peter Burchard.

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.

Managed IT Services, What Does it Mean?

By Mark Rhodes, VP – Operations, IT Solutions, Current Technologies

A Managed Services Provider (MSP) can provide your organization with Managed IT services including monitoring, regular proactive patching and maintenance of systems, as well as remote and onsite IT support. Typically MSP's charge a flat rate for services based on the size and complexity of your environment.

The benefits of engaging with an MSP are numerous. MSP's will provide proactive network monitoring with 24x7 alerting and response. Monitoring systems will allow the majority of issues to be addressed before they become serious and resulting in downtime or performance issues. MSP's will setup a means to ensure that software updates and patches are applied on a routine basis to reduce security risks and ensure that applications operate trouble free. MSP's can provide the bulk of their services remotely; however there are certain tasks that are best taken care of onsite.

Managed Services can in many cases lower your IT support costs if you are currently operating under one of the below models:

1. You obtain support from an IT services provider only on a reactive, ad-hoc basis
2. You have a dedicated in-house IT department with one or more staff
3. You have an employee who is tasked with handling IT support, but IT support is not their primary job function

If you are currently receiving only reactive, ad-hoc support from an IT services provider, you will find that Managed Services will provide you with a more proactive approach. The MSP will have a level of accountability for the performance of your systems. When an MSP engages with a customer, they assess the existing environment and will be able to make any upfront recommendations with regard to improving your IT infrastructure. Most often, the improvements suggested will have an attractive return on investment and result in lower costs to support the environment.

Some organizations have dedicated in-house IT staff and find that the actual work effort required to maintain the environment leaves staff idle at times. A good MSP will be able to provide an analysis of the organization's IT support needs and compare your current in-house IT staffing to an MSP arrangement. The MSP's analysis should detail the differences in level of service and costs in comparison to what you are spending today. In some cases a hybrid arrangement is a good solution, where an in-house employee is onsite daily and the MSP arrangement provides for the proactive network monitoring and oversight, coupled with routine onsite services from an IT specialist.

Many organizations have an employee tasked with handling IT support, when IT support is not their primary job function. You may desire an MSP arrangement to allow that individual to focus more of their time on their primary job functions. An MSP arrangement can free that employee from the burden of research and training to keep their IT skills up to date. An MSP should typically afford the organization an even higher level of skill, as the services would be provided by an IT specialist fully dedicated to IT support, with a depth of experience and knowledge to draw on from many similar organizations they support.

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Benefits to hiring an MSP:

Proactive Response & Monitoring – Most IT issues are proactively addressed via remote services before they impact performance. Monitoring allows MSP's to more quickly troubleshoot issues, spot trends, and calculate and plan for growth.

Greater Productivity – Fewer reactive calls from users for support due to proactive monitoring and support methods.

Depth of Knowledge – You tap into the knowledge of a complete group of IT specialists.

Cost Effective – Often a better value when compared to the costs of hiring and managing onsite IT staff when considering the high level of skills and overall management oversight the MSP should provide.

Security – Awareness of current security threats and the means to protect against these threats is crucial to reducing risk.

What to look for in an MSP:

Integrity – Is the firm well respected? Does the firm have excellent references from organizations that are similar to yours?

Expertise – Does the firm have a wide variety of skills in the technologies that you have in place. Has the firm invested the time and ongoing training to maintain vendor certifications with industry leaders such as Microsoft, Cisco, Dell, HP, and VMware?

Management – Have you met with the management of the firm to understand how they hire, train, and retain their employees? What is their attrition rate?

Local Presence – The MSP should have an onsite component in their offering for the tasks that are best performed onsite and for face to face discussion. This onsite visit could be one or more days per week or perhaps a quarterly onsite visit for a very small environment.

Reduced risk, reduced cost, and a better experience for end users are the benefits of a successful MSP arrangement.

For more information please contact: Current Technologies, Mark Rhodes, VP – Operations, IT Solutions Phone: 630-388-0240 www.currenttech.net

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.

City of Decatur's Budget Challenges and how Energy And Water Savings are Part of the Solution

The City of Decatur was on the cusp of a financial crisis when Ryan McCrady, city manager, took over the helm in 2008 and the city budget was in a deficit. National, state and local economies all over the United States were in a deep recession as well. For Decatur, the crisis just highlighted structural issues that were already looming on the horizon. In addition, manufacturing industries were reducing employees due to economic pressures.

But these dire circumstances weren't going to stop the new city manager, supported by the mayor and his council, from getting their arms around the problem. And in the 'spirit of Lincoln', they were all going to make the best of the circumstances.

The first thing they needed to do was work on balancing the budget. After a number of planning sessions, they decided to take a two pronged approach. The first thing they needed to do was to attract new businesses and residents by making the city more vibrant and attractive, and the second thing they needed to do was address their aging infrastructure before it became a crisis.

McCrady met regularly with the mayor and the council and they brainstormed ways to revitalize the city and make it a place to keep, grow and attract new and existing businesses. Many creative ideas came out of these meetings and they were able to implement some of them right away. They wanted to make their downtown fun and engaging with pedestrian walkways, street scaping, attractive storefronts, and restaurants to ultimately attract more visitors and residents. A truck route that went right through the city was a damper for the new 'street scape', so they pressed on with their efforts to re-route that around the city, making it safer and quieter for pedestrians, residents, merchants, and visitors.

Additionally, Lake Decatur, a 100 year old lake located in the city, was being used for businesses, but few visitors or residents. Why not 'refresh' the lake and make it usable for people to boat, fish and recreate on? In short, the city was in the process of re-branding their image and in giving itself a face lift to the community.

During these meetings with the mayor and the council, it became clear that the city's infrastructure, which included their water and wastewater utilities, needed to be addressed sooner rather than later. "It's like turning 40", McCrady said, "things just start going and you can either be proactive about it and go to the doctor, or do nothing and let your health erode."

Hence, the second item in the strategy. For the next two years, the city concentrated their efforts not only on the renaissance of the downtown, but also in identifying and exploring ways on how to address the aging infrastructure problem. Johnson Controls' idea of using performance contracting as a financing mechanism was attractive to the city. By using performance contracting, needed improvements could be paid with guaranteed energy savings over time. This way, Decatur could renew major portions of its

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infrastructure without budget pressures in a turnkey operation, and without any negative impact to their bottom line. In a typical performance contract scenario, the Energy Services Company (ESCO), in this case Johnson Controls, guarantees the customer's savings over a contract period, such as ten and up to 20 years. Those savings pay off the capital investment in the improvements. Usually, the city's operating costs go down immediately, even as the initial investment is repaid. At the end of the contract, when the project is paid in full, the city has substantially lower costs than before the improvements were made, and those savings drop right to the bottom line.

The city settled on \$17.1 million worth of improvements over the next two years, with a savings of \$23.8 million expected to follow from the contract. These improvements will include nearly 23,000 new water meters and 31,000 advanced metering infrastructure (AMI) devices for the city. AMI provides hourly data on each customer's water usage and helps to accurately account for the real amount of water residents and businesses are using. It also helps the residents to understand their usage pattern and how they can adopt better conservation habits.

In addition, the project includes mechanical and lighting upgrades to municipal facilities, specifically for the city's mass transit, water treatment plant, fire stations, municipal service center, and parking garage, as well as a SCADA upgrade for water distribution.

While much more still needs to be done on their road to recovery, this renewed business focus and investments in the city are already starting to pay dividends. They have a clear vision on what they need to do and are working toward that end to make Decatur an ideal place for people to live, work and thrive.

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.

What Do the Best Building Designs and the Best Organizations Have in Common?

By Thomas M. Tristano, AIA
President, Prairie Forge Group

Inspired by his grandfather, Dieter Rams became an architect. Rams has always asked: Is my design *good* design? He believed that good design cannot be measured only in a finite way. These are his "ten commandments" of good design:

- Innovative — motivates and invokes emotions
- Useful — function; performs as intended
- Aesthetic — beautiful and inviting
- Understandable — clarifying
- Unobtrusive — neutral and restrained
- Honest — sensible and orderly
- Long lasting — transcends time
- Thorough — to the last detail
- Environmentally friendly — conserves energy, not wasteful
- Less — focused on essentials, simple

The best designs, like the best organizations, are easy to identify and universally admired, but *how* they became that way and maintain that standing is more elusive. Judging design is subjective, as Rams' list infers; it can be emotional and awkward. For example, architectural design defines space: it has the potential to affect people's lives in powerful, direct (and indirect) ways. Design can inspire awe or create intimacy; intimidate or welcome; tell a story, or present a vision of the future. A good design recognizes this and will reflect the character and vision of its owner within a sound, functional structure.

The subjective (indirect) approach of assessing design can feel overwhelming when compared to the more comfortable linear (direct) approach of measurement. But both approaches are needed. Architects must understand the boundaries of the craft. In both approaches, they must address detailed analytical data in their performance concerns: safety standards affect building design; building movements such as deflection, expansion, and contraction must be calculated; temperature and humidity must be gauged as heat flows through building assemblies; acoustical privacy and electrical systems must be determined. When a building is completed it is open for anyone to immediately experience and critique (the subjective side). In some instances the analytical evaluation is not noticed until a problem or a failure occurs.

When our company closes out projects, we usually have a team review session. We address the experiences— positive and not so positive—of the owner, designer, engineer, and construction team. What worked well? What didn't? What can we improve? What are the lessons learned? As we pursue these questions and get to the heart of the matter, the answer eventually centers on organizational issues.

Like a building design, an organization has integrity (i.e., is healthy) when it is whole, consistent, performs as intended, and when it motivates its people. Building a healthy organization can be a messy process, similar to architects designing and engineering the challenges of a building. It may not seem clear or comfortable at first. But the best organizations, just as the best designs, do not become that way solely by having smart leaders or knowing all the facts (the analytical side). They have a more subjective ingredient that Patrick Lencioni calls organizational health.

In his book, *The Advantage*, Lencioni states, "The single greatest advantage any company can achieve is organizational health."



His assertion:

1. Build a cohesive leadership team
 - Build trust with your team
 - Master conflict
 - Achieve a commitment
 - Embrace accountability
 - Be oriented to results

2. Create clarity
 - Why do we exist?
 - How do we behave?
 - What do we do?
 - How will we succeed?
 - What is most important, right now?
 - Who must do what?

- The leadership team leaves meetings with clear and specific agreements about what and how to communicate those messages quickly.

- The leaders reinforce clarity to their people by consistent messages, top-down communication, encouraging upward and lateral communication, and keeping it real.
- Employees are able to accurately articulate the organization's reason for existence, values, strategic anchors, and goals.

4. Reinforce clarity—Members of a leadership team have mastered this discipline when they can affirm the following statements:

- The organization has a simple way to ensure that new hires are selected based on the company's values.
- New people are thoroughly taught about the six elements of clarity.
- Leaders have a simple, consistent, system for setting goals and reviewing progress with employees.
- Employees who don't fit the values are managed out of the organization. Poor performers are given the coaching and assistance they need to succeed.
- Compensation and reward systems are built around the values and goals of the organization.

As buildings require regular maintenance to preserve their integrity and character, so do our organizations. As Lencioni states, "Organizational health is so simple...many leaders have a hard time seeing it as a real opportunity for a meaningful advantage. After all it doesn't require great intelligence or sophistication, just uncommon levels of discipline, courage, persistence, and common sense." When people have the courage to deal with these areas, persistent problems that seem to have no answers can turn into solutions and growth. These qualities may actually be more important than one's personal gifts, talents, and abilities. The next time you see a wonderful design or experience an organization that you are drawn to, ask the question: what makes it good? Think about it.

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2013 Spring Legislative Session Summary

By: Joe McCoy, IML Legislative Director and
Walter Denton, City Administrator, City of O'Fallon

The state legislative is always fascinating to observe and this year did not disappoint. Despite Democratic control of the Governor's Office and both houses of the legislature, the session is more notable for what was not accomplished than what did. The following provides a summary of what happened, or in some cases, what did not happen during the spring session on several noteworthy legislative issues.

LGDF and CPPRT LGDF revenue is safe for another year. The Budget Implementation (BIMP) bill was drafted to ensure that cities and counties will continue to collect a full 6% share of total income tax collections. This means that cities and counties will share in all natural income tax growth during the 2014 state fiscal year. Preserving the full amount of LGDF revenue was a top priority of the IML.

Unfortunately, the General Assembly authorized the permanent diversion of Corporate Personal Property Replacement Tax (CPPRT) revenue each year beginning in FY14. Leader Currie has estimated the FY14 revenue loss to be about \$18 million on a statewide basis. The estimated municipal loss would be \$3.6 million spread across every community that receives CPPRT revenue.

Budget The General Assembly sent the Governor a \$35.4 billion budget – or \$2 billion more than what was spent last year. This budget essentially keeps spending flat for schools and universities. State agencies saw 2.5% cuts to their budgets. Lawmakers were able to stave off \$400 million in cuts to education thanks in large part to an unanticipated influx of revenue in April that exceeded \$1 billion. The backlog of unpaid state bills will reportedly also be reduced from \$7.5 billion to \$5.9 billion, but will rise again.

Pension Reform The General Assembly was unable to send a pension reform bill to the Governor. Each chamber approved its own versions of the pension reform only to run into gridlock in the opposition chamber. The lack of pension reform resulted in another downgrade to Illinois' bond rating. Governor Quinn continues to wrangle with the legislature and the issue has become a symbol for the state government's dysfunction.

Concealed Carry HB 183 was approved by both chambers. The legislation would expand upon the list of prohibited locations for guns and preempt home rule to create a statewide concealed carry permitting process without restricting other gun-related ordinances. The bill also requires 16-hours of training and a 5-year permit fee of \$150. The Governor issued an amendatory veto, which was overridden by the General Assembly.

Medical Marijuana HB 1 was approved by both chambers and would create a statewide medical marijuana pilot program. The bill includes background checks for both patients and caregivers and allows the state to control how much marijuana a patient can possess.

Telecom Rewrite SB 1664 was approved by both chambers and would rewrite the telecom statute. Municipalities retained their control over public rights-of-way, and that local revenues were not diminished in the rewrite of the statutes.

Same Sex Marriage SB 10 was approved by the Senate only to remain in the House when the sponsor opted not to call the bill for lack of sufficient votes. The issue will likely be considered by the House during the Fall Veto Session.

PSEBA Reporting Requirement SB 1245 was approved by both chambers and would require employers and PSEBA beneficiaries to submit information that will be used by COGFA to publish a biennial report concerning the number of PSEBA beneficiaries, costs, nature of injuries, and availability of insurance for PSEBA recipients. The first report would be published by June 1, 2014. IML is a strong proponent of this bill.

Natural Gas Infrastructure SB 2266 was approved by both chambers to allow natural gas utilities to impose a surcharge for the purpose of funding infrastructure improvements.

Omnibus Election Bill HB 2418 was approved by both chambers and makes several changes to election law. Some of these changes include provisions of interest to municipal government. One change includes a standard referendum ballot question regarding the adoption and repeal of home rule status. Another would render a municipal official ineligible to continue service if they are late to pay a debt to the municipality.

Medicaid Expansion SB 26 was approved by both chambers and would expand Medicaid eligibility under the Affordable Care Act. The expanded rolls will be fully-funded for three years by the federal government. Once the three-year period expires, the federal government will fund 90 percent of the cost.

Hydraulic Fracking SB 1715 was approved by both chambers and would create a statewide regulatory framework for hydraulic fracking. Fracking is a process that involves drilling and water pressure to extract natural gas. Fracking supporters contend that the legislation will create thousands of new jobs in Illinois while injecting \$9.5 billion into the state economy.

Capital Bill HB 2869 was approved by both chambers and would reauthorize over \$2 billion in bonds as part of the "Illinois Jobs Now" capital infrastructure program that was originally approved by the General Assembly in 2009.

Cell Phone Driving Ban HB 1247 was approved by both chambers and would prohibit the use of a cell phone while driving.

Gaming Legislators were unable to reach agreement on a comprehensive gaming bill that would have expanded the number of casinos in Illinois.

The IML's legislative efforts are only successful with the participation and support from member cities. It is essential for city managers and administrators to be aware of legislative issues and communicate with their representatives and senators on important municipal issues. The IML Managers Committee is regularly involved in legislative initiatives and appreciates your feedback and support.



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The NIU MPA program is kicking off our 50th anniversary celebration with three days of events, beginning on September 12th. There is something for everyone; a day of golf, an educational program and networking, and a family bike rally.

To register for these events, and for up-to-date information on these events, click here:



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DOWNSTATE CITY/COUNTY MANAGEMENT ASSOCIATION SUMMER MEETING



Decatur, IL
August 8 & 9, 2013

Thursday, August 8

- 12:00 p.m. Golf Outing Hickory Point Golf Course (pay at the course) (shotgun start at 12:30)
Lunch will be provided by the Decatur Area Conventions & Visitors Bureau
727 Weaver Rd. Decatur 62535
<http://www.decaturnparks.org/golf/hickory-point-golf-club>
- 5:45 p.m. Shuttle from Decatur Conference Center, via Transit Trolley. Tour downtown Decatur
- 6:00 p.m. Social Hour: Beach House
2301 E. Lake Shore Dr., Decatur 62521
<http://www.decaturbeachhouse.com/contact-us.html>
- 7:00 p.m. Dinner: Same as Above
There will be a shuttle between the Beach House and Decatur Conference Center

Friday, August 9 Scovill Banquet Room at the Scovill Golf Course

3909 W. Main Street, Decatur, IL

- 8:00 a.m. Breakfast & Welcome by Mayor Mike McElroy
- 8:30 - 10:00 a.m. **The Affordable Care Act**
This session will focus on health care reform and the provisions that are likely to have the most impact on employers in the benefits strategy area, the financial costs of these provisions and the operational costs of these provisions. Attendees will get a concise review of Health Care Reform to date, and a more detailed look at provisions soon to be implemented in 2014 and beyond.
Presenter:
John Malachowski, Gallagher Benefit Services, Inc.
- 10:00 - 10:15 a.m. BREAK
- 10:15 - 11:30 a.m. **The Future of the Financial Markets**
This session will cover the outlook for the economy and interest rates and more specifically the outlook for municipals bonds rates.
Presenter:
Erik C. Brechnitz, WMS, Senior Vice President, Investments, BRECHNITZ GROUP, Raymond James & Associates, Inc.
- 11:30 a.m. **Legislative Update**
Presenter:
Joe McCoy, IML
- Noon Business Meeting and Lunch
(Lunch is included in the registration fee)

Registration Form for Summer Meeting
Downstate City/County Management Association
August 8 - 9, 2013
Decatur, IL

Name: _____ Title: _____

Jurisdiction: _____

Address: _____

Phone: _____ Email: _____

Registration Fee: \$50 - Includes breakfast and lunch on Friday. Please have your registration in by *Thursday, August 1, 2013*.

Dinner Reservations: Please indicate if you are planning to arrive in time for dinner Beach House.

Golf Reservations: Please indicate if you would like to sign up for the golf outing. The Greens Fee w/ Cart is \$31.00 and must be paid at the course.

___ Yes, I will attend the Summer Meeting in Decatur on Friday, August 9.

___ Yes, I will attend the social hour and dinner on Thursday, August 8.

___ Yes, my spouse will attend social hour and dinner.

___ Yes, I will participate in the golf outing on Thursday, August 8 at a cost of \$31.00 (includes cart; **fees are to be paid at the golf course**).

Registration Deadline: *Thursday, August 1, 2013*

Make check payable to: Downstate City/County Management Association
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DeKalb, IL 60115

Fax : 815-753-7278

Questions: 815-753-5424

Cancellations: To receive a full refund, cancellations must be received by Thursday, August 1, 2013. Registrants who do not attend the meeting but have not cancelled, are responsible for the entire fee. Registrants who have not paid will be billed.

Downstate City/County Management Association

Summer Meeting
August 8 - 9, 2013
Decatur, IL

Ryan McCrady, with the help of his assistant, Cindy Thomas, and Teri Hammel (Decatur Area Convention & Visitors Bureau) has put together a great summer program. A golf outing at Hickory Point Golf Course will kick off the conference at 12:00 p.m. on Thursday, August 8th. Lunch will be provided with a shotgun start at 12:30. Thursday evening we will gather for social hour and dinner at the Beach House.

On Friday, August 9th, the morning's first session, **An Update on the Affordable Care Act**, will feature **John Malichowski**, Gallagher Benefit Services. John will provide an update on the act to date including the impact it could have on benefit strategy, finances, and operational costs. The second session scheduled for Friday morning is an **Update on Financial Markets** by **Erik C. Brechnitz** of Raymond James. He will provide an outlook for the financial markets, interest rates, and the municipal bond market. **Joe McCoy**, IML, will also provide a legislative update.

A brief business meeting, legislative update, and lunch will close out the event.

This is a great opportunity to meet with colleagues
from across the downstate area!

Accommodations: Please call the Decatur Conference Center, 4191 US 36 West (Wyckles Rd.), Decatur, IL 62522 at 217-422-8800 to reserve your room. The block has been reserved under Downstate Managers Meeting. The room block will be released on July 31, 2013. Room Rates are \$70/night plus tax.

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The following article was sent to ILCMA recently and is being reprinted. Morrison Associates now offers through the Center for Governmental Studies The Midwest Leadership Institute. The next session is scheduled for November 5 – 8, 2013 at NIU Naperville. Visit http://www.niu.edu/cgs/midwest_leadership_institute/index.shtml for complete information!

When Men at Top Get Low in Spirit

(Reprinted with permission from Eric Zorn)

September 19, 1986 Friday

By Eric Zorn

The image of a group of village managers reclining together on couches and spilling forth tales of personal woe is so difficult to resist that stories about the monthly session eight north suburban administrators have with a psychiatrist always seem to end up making the men seem, well, kooky.

"We're not nuts," said Robert Buechner, Winnetka's village manager and veteran member of the support group. "We're people with similar jobs who get together to talk about similar pressures and problems. It's not touchy-feely. We don't lie there holding hands."

No indeed. Their hands are busy with coffee and doughnuts. And they sit for two hours once a month in normal chairs in a Palatine psychiatrist's office for a unique and somewhat controversial counseling session.

"We've had nothing but bad press," said Mt. Prospect village manager Terrence Burghard, who has been part of the group for 6 of the 10 years it has met regularly. "They treat it lightly. Make a game of it. But there is no question that it has made us all better and more productive managers."

The focus of the sessions is on the personal aspects of city management. "There are lots of conventions and meetings for managers where we learn what size snowplows to buy and what routes our garbage trucks should take," said Burghard. "But they tend to ignore the human ingredient—how to deal with people, how to motivate and understand them."

"We talk about our personal problems in terms of how they affect our jobs and our judgment," said Buechner.

"Other city managers can relate to what you're going through much better than other friends," added David Cole, Glencoe village manager. "I feel very strongly that this is beneficial."

Cole is so sold on the idea that he is heading an effort to write a book on the experiences of the group. He is hoping that it persuades reluctant public officials elsewhere to give psychiatry a try.

A spokeswoman for the International City Management Association in Washington, D.C., said she knew of no similar groups elsewhere. "The last thing most public officials want is to give the press an opportunity to make fun of them," said Dr. David Morrison, who facilitates the north suburban group and specializes in teaching and consulting private corporate managers. "These guys live and work in a fishbowl as it is."

"People think you must be crazy if you meet with a psychiatrist," said Cole. He tried to start a similar group several years ago when he was employed by a Milwaukee suburb, but his colleagues proved extremely reluctant.

Continued on next page

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The North Shore continental-breakfast club is an outgrowth of one-time seminars on such topics as interpersonal skills and understanding human behavior started by the city management association in the early 1970s.

Morrison, who then lived in Kansas, led many of these seminars. Because he was in Chicago regularly on other business, he agreed to meet once a month with the North Shore group to expand on some of the topics and move from the theoretical to the specific.

Originally there were a dozen members. Some have retired since or moved away, and others, like John Weidaw of Northbrook, have dropped out. "I found I wasn't getting that much out of it," said Weidaw. "My time was better spent in my office."

Now there are eight. The villages of Mt. Prospect, Glenview, Glencoe, Deerfield, Wilmette, Winnetka and Northfield and the city of Lake Forest chip in to pay Morrison's \$300 monthly fee. Included in the deal is an individual one-hour consultation for each manager once every eight months.

The men are careful not to use the words "therapy" or "encounter group" to describe the sessions, though the conversation does touch on their family and personal problems such as divorce, alcoholism and illness. "Good portions of it are job-related," said John Eckenrood of Northfield. "But it's also a place to try out some thoughts, ideas and feelings."

"To understand others we have to understand ourselves," said Robert Franz of Deerfield. "After all, our job is primarily working with people."

City managers tend to be lone wolves. They are hired, not elected, to run the bureaucracy of smaller communities where the mayor and trustees work part-time.

"You cannot confide your fears and doubts to the people working for you or to the citizens," said Buechner, "and you need to appear strong to your bosses on the village council. You're out there alone."

"We're always on the firing line. Always on the hot seat," said Cole. "Often there's no support network outside the immediate family."

Recently, the group has dealt with one member's bout with cancer and another's publicly embarrassing arrest on drunk driving charges. But more common, said Morrison, are discussions of the mundane aspects of administration and management.

"Sessions like this have become common and accepted as helpful in the business world," he said. "But a city council's first reaction is that it's some kind of strange perk."

Now, Buechner said, an occasional ribbing is the worst he and the group ever hear from their city officials.

A general recognition has settled in that the sessions are not frivolous or self-indulgent gabfests. In fact, away from the doctor's office, the men do very little socializing.

"After I've heard all their problems, I don't want to be friends with them," said Franz. He was only kidding.

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Midwest Leadership Institute

Helping local government navigate a complex world in a time of disruptive change

Approach

Successful professional local government leadership requires knowledge and a skill set centered on the ability to understand individual and organizational behavior. The Midwest Leadership Institute was developed to equip participants with the leadership skills needed to drive for results in the increasingly complex world of local government. The Institute is an intensive six-day program, broken into two sections, one with an internal self focus and one with external organizational focus. The Institute provides the fundamental requirements for leading people in a world with many personalities, competing personal interests, endless news cycles, social media, “gotcha” blogs and few things that are black and white. The Institute customizes learning to individual needs. Participants will leave the Institute having developed essential leadership skills and will have a greater understanding of when and how to use those skills. Participants will learn how to apply interpersonal concepts (from medicine and psychiatry) to real local government challenges.

Curriculum

Getting wins, big and small, in the public sector requires a deep understanding of interpersonal leadership. The Chinese proverb and curse, “May you live in interesting times”, has never been more true. We have entered what Nicolo Machiavelli called “A New Order of Things” which requires leaders to know:

How to manage OTHERS (November 5-8, 2013) by:

- Strengthening one’s ability to manage uncivil discourse
- Resolving conflict
- Building a working alliance
- Leading with character and be a source of inspiration
- Mastering the judgment triangle
- Understanding power and influence

How to manage YOURSELF (April 2-4, 2014) by:

- Understanding emotions and build exceptional emotional and psychological stability
- Developing brain speed and flexibility of mind, the ability to think faster and more efficiently and thus act more decisively at the proper time
- Self reflecting
- Managing challenges to balancing work, family, and self

Instructors

The program is presented by a cross-disciplinary team of leading local government practitioners and experts in executive coaching and leadership development:

- David E. Morrison, M.D.
- Daven Morrison, M.D.
- David M. Limardi, Midwest Regional Director, ICMA, MPA, ICMA-CM
- Robert Kiely, City Manager, Lake Forest, MPA, ICMA-CM

Logistics

The Academy is held at Northern Illinois University’s Naperville campus, 1120 East Diehl Road, Naperville, IL on November 5-8, 2013 and April 2-4, 2014.

Each program is limited to 50 participants to ensure time for one-on-one individualized coaching as well as small group and all-participant events. Tuition for the entire six day program is \$2,000 and includes course materials, continental breakfast, two breaks, and lunch all six days and dinner on November 7 and April 3. The cost for the November 5-8 session (How to manage OTHERS) is \$1200. The cost for the April 2-4 session (How to manage YOURSELF) is \$900. There is a \$100 discount if you sign up for both at the same time.

Visit www.niu.edu/cgs/midwest_leadership_institute/index.shtml for more program details and area lodging options or contact Dawn Peters at dpeters@niu.edu or call her at 815-753-0923 with questions.

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IAMMA AUGUST LUNCHEON

11:30a.m. Wednesday, August 14, 2013

Location:
Village Hall
1900 Hassell Rd, Hoffman Estates, IL 60169

**Cost: Brown-Bag Option, \$10 for lunch provided by Jimmy John's, or
FREE if you bring your own lunch!**
Checks can be made out to IAMMA (Please see payment policy below)

Please RSVP and Send Lunch Request by Thursday, August 8 to:
Tia Messino at tia.messino@hoffmanestates.org.

Topic: Current trends and topics in HR and Labor Relations!

Please join us for a panel on trends in Human Resources and Labor Relations.

The following individuals will be presenting:

Patrick Seger is currently the Director of Human Resources Management for the Village of Hoffman Estates and has been working in local government HR management for 20 years. In addition to his work with Hoffman Estates, he is very active with the Illinois Public Labor Relations Association (IPELRA) along with the Intergovernmental Personnel Benefit Cooperative (IPBC).

Dan O'Malley has been in municipal government for 25+ years, the past 15 as the Deputy Village Manager of the Village of Hoffman Estates. His HR related duties include collective bargaining, grievances, arbitration, unfair labor practices, and other personnel issues for union as well as non-union employees.

Amy Moor Gaylord is a Partner at Franczek Radelet P.C. She serves as lead negotiator in collective bargaining negotiations; represents employers in unfair labor practice cases and during union organizing campaigns; in arbitrations, and before administrative agencies. Amy is on the Board of Directors for the Chicago Chapter of the Labor & Employment Relations Association (LERA). She is also a member of the Chicago Bar Association, Labor and Employment Section; and the American Bar Association (ABA), Labor and Employment Section, and the Development of the Law Under the National Labor Relations Act Committee where she serves as the liaison to the ABA's Pro Bono Work Committee.

Payment and Attendance Policy:

Individuals who RSVP and order a lunch are required to issue payment upon check-in at the event. If payment is not received at the event, a \$5.00 invoicing fee will be added to the cost of the event. The \$5.00 invoicing fee will also be applied to individuals who RSVP and order a lunch, but do not attend. To avoid being charged for an event and the \$5.00 processing fee, individuals that RSVP and order a lunch must cancel by the registration deadline.

The Best Show in Public Works

August 25–28, 2013

McCormick Place, Lakeside Center, Chicago, IL

For more than 100 years, the APWA International Public Works Congress & Exposition has drawn thousands of public works professionals from all over the world and this year Chicago is proud to be the host city. The Chicago Metropolitan Chapter of APWA Planning Committee and members have been working tirelessly to make this the best Congress ever for our members, and to showcase the great work we all do in the Chicagoland area.

Public Works is a vital part of our communities and a key area for innovation and cost reduction. The conference provides an opportunity to learn from organizations across the county in areas of service that include:

Career & Personal Development; Construction Management; Emergency Management; Engineering & Technology; Environment/Sustainability; Facilities; Fleet Services; Management; Parks & Grounds; Snow & Ice; Solid Waste; Stormwater / Flood Control; Streets/Roads/Bridges; Traffic Engineering; Utilities/Right-of-Way, and Water & Wastewater.

The heart of the conference experience includes keynote speakers, education sessions and the exhibit floor. The keynote speakers this year include:

Sunday – Thomas Friedman, best selling author and columnist for the New York Times.

Tuesday – Cy Wakeman, best selling author and thought leader.

Wednesday – Mike Ditka, speaking on “Attitude, Character and Enthusiasm”.

Over 125 technical and professional development sessions will be presented that address current public works issues—as well as ongoing challenges. APWA’s education sessions are based on the very latest learning models—classroom, interactive and “live” learning labs and include topics such as: municipal partnering initiatives, integrative green infrastructure planning, Emerald Ash Borer updates, performance measurements, alternative strategies for funding fleets, mobile APPs, work requests and technology, and many more. A complete listing of sessions can be found at <http://www.apwa.net/congress/2013/schedule/full-schedule>.

The Expo Experience encompasses nearly 90,000 square feet of the latest products, services and technologies specific to public works and includes Technology Pavilion, a Green Pavilion, Central Park, New Product Showcases, and an Exhibitor Solutions Theater. This is a great opportunity to see the latest products and talk with vendors about new products and services.

Other exciting events include a two-day Stormwater Summit, Technical Tours on Wednesday, and a Sunday get-acquainted party at Soldier Field.



APWA International Public Works Congress & Exposition

August 25 – 28, 2013 :: Chicago, IL :: McCormick Place

There are many economical ways for you and your staff to attend one or more days of the conference. One day and full conference registrations are available on the Congress web site at <http://www.apwa.net/congress/2013>. Members who volunteer for a day will be given a free day as an attendee, and free day passes will be made on the Chapter web site for those who wish to only attend the expo portion of the conference. To facilitate transportation the Chicago Chapter will be providing a free daily shuttle between the Union and Ogilvie Stations. Complete details about volunteering, Expo passes and the shuttle schedule can be found on the Chicago Chapter website, <http://apwachicagometro2013.org/index.html>.

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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:

Members in Transition Program (MIT) – ILCMA keeps a list of Illinois managers and assistants 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.

Members 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.)

Greg Seefeldt
gseefeldt@hughes.net
712-269-0700

Marian Gibson
rlgmtg@yahoo.com
815-478-5293
Cell: 815-509-2282

David Strohl
dastrohl@comcast.net
309-266-7135
Cell: 309-253-3923

David Nord
dave3441@yahoo.com
815-978-3606

Kathy Katz
kselake@gmail.com
847-721-7602

Jim Wise
jim.wise1960@gmail.com
815-904-9576

Dawn Wucki-Rossbach
drossbach@att.net
847-934-1562

Marc Huber
marc_h22@yahoo.com
Cell: 224-303-8813

Art Osten, Jr.
artosten@sbcglobal.net
847-516-1007
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Village of Lincolnwood, Management Analyst

The Village of Lincolnwood, Illinois (12,590 – 2010 census) is a diverse home-rule municipality directly north of the City of Chicago consisting of 2.7 square miles, with a unique blend of residential, commercial, and manufacturing areas. The Village is seeking an individual to assist the Village Manager's Office and Finance Department. Excellent oral/written communication skills and ability to exercise sound judgment is required. Desired traits and skills include patience, self-motivation, reliability, customer service, critical thinking, and problem-solving.

This position serves under the direction of the Assistant Village Manager with some coordination with the Finance Director. The Management Analyst is responsible for acting as webmaster for the Village's website and social media coordinator, Public, Educational, Government channel maintenance, upgrades, and programming, and provides support with workers' compensation/general liability claims. The position is a member of the Information Technology and Safety Committees. Daily responsibilities include greeting members of the public, assisting with human resources, and acting as the Freedom of Information Act Officer as needed. The Management Analyst serves on the staff budget team and develops the Village Newsletter. The Management Analyst will perform special projects as assigned.

The candidate's education and experience shall include a Bachelor Degree from an accredited university in Public Administration or related field and two years of relevant experience (internships qualify as experience). Master's Degree preferred. The successful candidate will possess the following characteristics and abilities: excellent policy and procedure development experience, outstanding interpersonal skills that demonstrate personal integrity and respect, and a passion for public service.

The salary range for this position is \$58,236.51 to \$76,872.19. This position is classified as a full-time, exempt, non-union position. All applicants must be able to work 9:00 a.m. to 5:00 p.m., Monday through Friday and attend some Commission and Board meetings before and after normal business hours. The Village provides a comprehensive benefit packaging including medical, dental, and life insurance, Illinois Municipal Retirement Fund Pension, ICMA-RC retirement plans, paid sick, vacation, and holiday time, Flex 125 plan, and more.

To apply, send resume and cover letter to Charles Meyer, Assistant to the Village Manager, 6900 North Lincoln Avenue, Lincolnwood, IL 60712, or email: cmeyer@lwd.org. Electronic submission preferred. The first review will be after August 2. The position will remain open until filled.

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Champaign County, Facilities Director

Champaign County, Illinois (population 201, 081) is seeking an experienced individual to be the County's Facilities Director. Champaign County, Illinois is located in the heart of East Central Illinois, approximately two hours south of Chicago, two hours west of Indianapolis and three hours northeast of St. Louis.

This position reports to the County Administrator and is in a highly visible role within the organization and community. This position is responsible for the professional planning and management of the County's eleven facilities encompassing 791,075 square feet of space, and surrounding grounds. This position works closely with the 7-member County Board Facilities Committee, and the 9 elected and 13 appointed officials administering the various departments of county government.

Duties include the planning, development, implementation and oversight of all facets of facilities management, including: facilities budgeting; routine maintenance services; daily custodial services; grounds services; systems repair and replacement schedules; HVAC systems; building security systems; personnel management of the 21 Physical Plant employees; and facility modifications per requests of the departments of county government. The Facilities Director acts as the County Board's representative on construction projects, and provides direction and assistance in the development of bids and RFPs related to facility projects. The Facilities Director oversees implementation of energy conservation initiatives to reduce utility costs, recommends infrastructure upgrades and space condition utilization to contribute toward sustainable facilities. The position will also provide input in strategic planning and policy development relative to the facilities of the County.

The successful candidate will hold a bachelor's degree in facilities management, construction management or related field; with responsible public sector or private sector management employment experience (5-7 years); experience with criminal justice system facilities management— courthouse/jails —preferred.

The successful candidate will possess excellent interpersonal skills that demonstrate personal integrity and respect; the ability to create and maintain positive, productive relationships within the organization, with the County Board and with vendors and other professional representatives; the ability to think strategically with a focus on long term planning; strong verbal and written communication skills; and a passion for excellence. Champaign County residency is required within six months of employment. Salary range \$71,282 - \$100,250 DOQ, plus an excellent benefits package. Applications received by Friday, August

23, 2013 will be given first consideration; however applications may be accepted until finalist candidates are selected. Champaign County is an EOE.

Application package and instructions for submittal are located at www.co.champaign.il.us/jobs.

Village of Cherry Valley, Village Administrator

The village administrator shall be in charge of all areas of municipal government which are placed under his supervision, direction or control by the village president and board of trustees and shall be directly responsible to the village president and the board of trustees. The individual appointed by the village president and the board of trustees shall have up to (1) year to reside within ten miles from any village boundary. The village administrator's duties shall include those set forth by ordinance, per the Village of Cherry Valley's Code of Ordinances and generally include the supervision of the staff in the administration offices of the village, which includes the village clerk, deputy clerk, administrative assistant, receptionist and treasurer. A detailed job description of this position is available on the village website www.cherryvalley.org

This position requires a Bachelor's Degree (Master's Degree preferred) in Public Administration, Business Administration or Management or other closely related field from an accredited college or university. This position also requires a thorough knowledge of principles and practices of local government administration, a proficiency with Microsoft Office and a working knowledge of QuickBooks Financial Software. This individual needs excellent communication skills. The successful candidate will display a proven ability to analyze issues, recommend actions and to build positive relationships with the community and other governing bodies. Experience in budget planning/management and economic development is required.

This full-time salaried position shall be appointed at the beginning of each fiscal year on a year-to-year basis by the village president with the approval of two-thirds of the board of trustees.

Salary for this position will be based on the individuals experience and qualifications. The Village of Cherry Valley is an Equal Opportunity Employer

Send cover letters and resumes by EOB August 31, 2013 to:
Jim E. Claeysen, Village President
806 E. State Street
Village of Cherry Valley, IL 61016

City of Des Plaines, Human Resources Specialist

The City of Des Plaines is seeking qualified candidates for the full-time position of Human Resources Specialist. The selected candidate will work with the position incumbent until the current employee's January 31, 2014 retirement date.

Position Overview

Under the direction of the Director of Human Resources, this at-will position is responsible for coordinating and administering a variety of human resource functions including: new hire orientation, centralized personnel files, employee benefits including health and dental insurance, and workers' compensation. Position is also responsible for providing related research and general support.

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Position Requirements

Position requires a bachelor's degree with major coursework in human resource management, labor relations, or related area, with at least three years of related experience; or any equivalent combination of education and experience. PHR certification is preferred. Candidate must possess a strong customer service orientation.

Compensation and Benefits

The salary range is: \$53,634-\$72,564. Appointment salary is DOQ. Key fringe benefits include:

- Comprehensive health, dental and prescription drug benefit for employee and dependents.
- Retirement pension plan and retiree health insurance savings plan.
- Eleven paid holidays.
- Accrue 10 paid vacation days first four years of service, and 12 paid sick days per year.

Application Process

To complete an employment application, please visit www.desplaines.org. Submit employment application and cover letter and resume by 5 pm, Monday, 8/12/13 to: Human Resources, City of Des Plaines, 1420 Miner Street, 60016; fax, 847-827-2292. The City of Des Plaines is an Equal Opportunity Employer

Village of Palos Park, Director of Community Development

Village of Palos Park, located in the southwest suburbs of Chicago, seeks an innovative and experienced municipal professional to lead the Community Development Department. This is a unique opportunity for a dedicated, dynamic individual to enhance Community Development focus within a building department environment. Duties include management of staff to assist with enforcement of housing, zoning, building, subdivision and construction site environmental protection regulations and codes. The Director of Community Development will be responsible for organizational direction and leadership of the Comprehensive Plan, Strategic Plan and economic development goals for retaining and attracting businesses. The Director of Community Development will manage all aspects of the issuance of building permits, mechanical, electrical and plumbing inspections and must have a comprehensive understanding of municipal codes. Position provides staff support to Zoning Board of Appeals and Plan Commission. Development of policy recommendations, presentations and reports to Village Manager, elected officials, Zoning Board, Plan Commission and consultants will be required. Position requires ability to interact harmoniously with municipal staff, residents, contractors and developers. Strong administrative, organizational, communication and computer skills required. Ideal candidate will have Master's degree in Urban Planning, Architecture or related field, with five years of municipal experience in a lead position in planning, building, administration, or economic development. Salary is competitive DOQ, with excellent benefits.

Interested applicants should submit resume to Community Development Director, 8999 W. 123rd Street, Palos Park, IL 60464 or to resume@palospark.org no later than Friday, August 2, 2013.

Forest Preserve District of DuPage County, Executive Director

Our Mission

To acquire and hold lands containing forests, prairies, wetlands, and associated plant communities or lands capable of being restored to such natural conditions for the purpose of protecting and preserving the flora, fauna and scenic beauty for the education, pleasure and recreation of its citizens.


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Our Vision To be a district jeweled in open space that connects nature and people and serves as a model of dynamic leadership, inspiring excellence in environmental ethics, resource education and compatible recreation

The Forest Preserve District of DuPage County, an award-winning government agency 20 miles west of Chicago, is seeking a full-time executive director. The Forest Preserve District manages 25,000 acres of prairies, wetlands and woodlands, which are home to over 1,200 species of native plants and animals. It operates trails, picnic areas, fishing lakes, five education centers and other amenities for over 4 million visitors annually and provides regional flood control. For almost 100 years it has helped to improve the overall quality of life for DuPage County's citizens, which today number almost one million. Its nearly \$42 million annual operating budget is primarily funded by local real estate taxes and supports the agency's mission of conservation, education and recreation.

The Opportunity: Executive Director The Forest Preserve District of DuPage County is a model organization that is looking for a creative, politically savvy, and mission-driven professional to serve as its next leader. The Board of Commissioners seeks an experienced, self-confident senior executive accustomed to exercising leadership in times of change and interfacing with multiple constituencies (individuals and entities). The ideal candidate will be an effective leader, communicator, and advisor. This role will ensure that a long-range strategic plan for the Forest Preserve is developed, implemented and communicated to all key stakeholder groups. Using the plan as a guiding template, the Executive Director will ensure that the Forest Preserve sustains its reputation as the model agency in Illinois and throughout the region and country. This individual is expected to take a strong role in molding and shaping a culture within the Forest Preserve that is perceived by all its stakeholders as service-oriented, fiscally responsible and ethically accountable.

Reporting to a seven-member paid, publicly elected, partisan board of commissioners, the Executive Director supervises senior management — two deputy directors and the directors of the offices of Education, Environmental Services, Finance, Golf Operations, Human Resources, Information Technology, Land Management, Land Preservation, Law Enforcement, Natural Resources, Planning and Public Affairs. The senior staff team has a combined tenure of experience, talent and enthusiasm that can be counted on to help the Executive Director succeed.

The Qualified Candidate The successful candidate will have experience in leading operations and administration at a large institution, (governmental/public entity, not-for-profit or corporate) of similar size and scope. The next Executive Director will have the experience and/or the ability to comprehend and appreciate the Forest Preserve's functional areas including natural resources, forestry, land and construction management. S/he will know how to: develop, plan and administer programs to achieve District objectives; understand, communicate and enforce principles and practices of administrative management and government budgeting; be aware and follow local, state and federal legislation and regulations pertinent to forest preserves, and preservation and conservation in general; and value DuPage County – its people and natural resources.

Specific Requirements Include:

- A minimum of 10 years of progressive leadership and management experience at a government, public, nonprofit or

corporate agency of similar size and scope and a documented ability to manage staff.

- Understand, communicate and enforce governmental administrative- and budget-related practices and procedures.
- Proven track record in financial management, budget preparation and management, purchasing and contracts, and revenue-increasing strategies.
- Ability to communicate and build strong relationships with diverse interest groups, such as staff, volunteers, elected officials, partner organizations and the general public.
- Understand and follow local, state and federal legislation and regulations that relate to forest preserves and conservation in general.
- Ability to advocate for the preservation of natural resources and issues affecting DuPage County, the District and its citizens.
- Change-management experience and conflict-resolution skills.
- Proven success in building strong and productive teams with a focus on mentoring and nurturing staff development.
- Effective written and verbal communication skills and strong public speaking and presentation skills.
- Basic understanding of computer technology and proficiency with Microsoft Office Suite.
- Bachelor's degree (master's or advanced degree preferred) in public policy, public or business administration, finance, or a closely related field from an accredited institution.
- Strong moral ethics and integrity as well as flexibility.
- Be a resident or willing to become a resident of DuPage County.

This position offers a competitive salary with strong benefits. All inquiries will be held in strict confidence.

The Forest Preserve District of DuPage County is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.

This search is being managed by Heather A. Eddy, CFRE, President and COO of Alford Group Executive Search. To apply, candidates should submit their cover letter and resume with the complete the online application at <http://ag-es.kintera.org/applicant>. No applications will be accepted via email. Questions may be addressed to Whitney Wade at wwade@alford.com.

City of Wood Dale, Utilities Division Supervisor

The City of Wood Dale is currently seeking qualified applicants for the position of Utilities Supervisor. This position, acting under



the direction of the Public Works Director, involves field level supervisory work in the administration, operation, maintenance and construction of the City's underground utilities. This is a full time, exempt supervisory position that is responsible for daily administration, scheduling and troubleshooting.

A Bachelor's degree in a related field required with a minimum of five years supervisory experience preferred. Exceptional candidates with other combinations of education and experience will be considered. Must possess a Class C Water Operator's Certificate as issued by the State of Illinois and a valid Illinois Driver's License. Class 4 Waste Water Operator's License desired.

Candidate must have strong communication, customer service and organization skills. Must have working knowledge of Office software. Salary range is \$67,775.54 - \$90,054.80 dependent upon education and experience. Excellent fringe benefit package. Applications will be accepted until August 9, 2013 or until the position is filled whichever occurs first. Applications are available on the City website and at City Hall. EOE

Please send application, resume and cover letter to:

Cristina Petitti, Human Resources Generalist

404 N. Wood Dale Rd

Wood Dale IL 60191

cpetitti@wooddale.com

City of St. Charles, Utility Billing Division Manager

This position is responsible for planning, coordinating, and supervising all aspects of the utility billing division. This includes utility collection functions, overseeing the creation and maintenance of records, conducting and overseeing considerable correspondence with customers, and variety of other services provided to residents. This position involves significant public contact both in person and on the phone in which information is exchanged, payment is negotiated and complaints are resolved. This position manages the establishment of new service, changes to existing accounts, termination of utility service, and ensures that the division observes municipal ordinances in regards to utility billing and collection, application for service, and deposits. Provide explanations to customer inquiries concerning policies and ordinances. Prepares and administer Utility Billing Division budget. Supervisory responsibilities include establishing performance standards; training and developing subordinate employees; assigning and directing work; monitoring productivity and conduct, providing feedback and assessing performance; and ensuring compliance with City and departmental policies, rules, regulations and ethical standards.

Requirements

This position requires a bachelor's degree in business or a related field, five (5) years of billing and collection experience, and three (3) years of supervisory experience. Applicants must have considerable knowledge of billing and collection practices. Applicants must have excellent written and interpersonal communication skills to interact with elected and appointed officials, employees, outside agencies, other governmental units, and the public. The ability to exercise professional independent judgment, maintain confidentiality, and respond courteously and professionally to customers and successfully resolve issues is critical. File maintenance, organizational, mathematical, and computer skills (MS Word, Excel, Lotus Notes, internet and other software packages) are also required.

Salary

Starting pay will be commensurate with experience. Excellent benefit package provided.

Application Instructions

Please apply on line at www.stcharlesil.gov by Sunday, August 4, 2013. Thoroughly complete the employment application including salary history. Resumes should be attached in the on-line application. Any additional documents can be sent to hr@stcharlesil.gov. If you are unable to apply online, or for other assistance, please contact 630-377-4415.

The City of St. Charles is an Equal Opportunity Employer.



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City of Crest Hill, Community Development Director

The City of Crest Hill (population 20,837) a progressive, growing community in the north central region of Will County, seeks a dynamic professional to become the City's full-time Community Development Director.

This is responsible administrative work related to the management of the City of Crest Hill's Planning and Economic Development. Duties are performed with a considerable amount of independence under the general supervision of the City Administrator. Work includes the administration of all planning and economic development within the City, the creative development of systems, material, programs and plans to promote community and business development and retention within the City.

Salary will all be negotiable DOQ. The City desires individuals with either municipal government experience, private experience and/or a college degree or a combination thereof. A full job description is available at City Hall. Please turn in resume and five professional references to the City Administrator – 1610 Plainfield Road, Crest Hill, IL 60403. Position open until filled. EOE

City of Kalamazoo, MI, City Manager

Kalamazoo, Michigan (population 75,092). Historic, full-service community with an excellent quality of life located in southwest Michigan (an example is the Kalamazoo Promise for college education expenses), seeks experienced municipal executive to lead its organization consisting of 645 full-time, 29 permanent part time employees and a \$144.1 million budget including operations and capital projects (\$53.4 million General Fund). The City is seeking candidates with a record of significant accomplishment in a full-service, growing community with a commitment to diversity. Successful candidates will be experienced in directing and coordinating the administration of the municipal government according to City Commission policies and applicable laws. Candidates must be comfortable working collaboratively with elected officials, staff, unions, active/involved citizens, and other units of government. Bachelor's degree in public or business administration or related field plus eight years of increasingly responsible public management experience as chief executive in similar community or Assistant/Department Head in larger community or combination of relevant experience and training is required; Master's degree is preferred. Strong general management, financial management, and administrative leadership background, outstanding organizational skills, plus proven interpersonal communication skills, and well developed writing skills required. Appointed by the City Commission. Residency preferred. Starting salary \$150,000+/- DOQ. Excellent benefit package. Position is open until filled. Candidates should apply by August 15th with résumé, cover letter, and contact information for five professional references to Karl Nollenberger at www.VoorheesAssociates.com/ current-positions. Tel: 847-580-4246. Equal Opportunity Employer.

Village of Winnetka, Fire Support Specialist

The Village of Winnetka is seeking a Fire Support Specialist for the Fire Department to provide basic and advanced office administration, payroll, accounting, project management, research, reception area responsibilities, assistance in the development and implementation of the Fire Department's annual budget, compilation and analysis of information for statistical purposes and coordination of programs related to budget or contractual obligations as directed.

Minimum Qualifications:

- Bachelor's degree required or specialized course work in general office practices, payroll, accounting, Firehouse Software, or fire department administration;
- Two to four years' minimum recent work experience; and
- Working knowledge of Microsoft Word and Outlook and the ability to learn Microsoft Excel, Access, Adobe Acrobat and other software.
- Valid driver's license.
- Excellent customer service skills.

Candidates must also possess the ability to:

- Receive the public, answer telephones, deliver mail, messages and faxes to personnel, and respond to telephone and visitor inquiries or redirect calls to appropriate personnel for response and/or resolution.
- Communicate effectively both verbally and in writing.
- Enhance relations with co-workers and the public in a professional manner.
- Understand detailed instructions, prioritize multiple tasks and work independently to meet deadlines.
- Perform basic math skills, compute ratios and percentages and tabulate data.
- Compose, type, edit and proofread correspondence, legal notices, memoranda, reports, tables and other material requiring confidentiality and judgment as to content and attention to accuracy and completeness.

The weekly work schedule is normally 37.5 hours in duration, Monday through Friday, from 8:30 a.m. to 5:00 p.m., but may be extended in the event of emergency, disaster, events, workload, or the need to complete time-sensitive work.

Salary range \$49,577 - \$70,993 (DOQ) plus excellent benefits. Applications are available in person or from the job opportunities page at www.villageofwinnetka.org. Position open until filled. To be considered for the position, a completed employment application must accompany your resume. EOE

Submit application to:

Human Resources
Village of Winnetka
510 Green Bay Road, Winnetka, Illinois 60093
mivins@winnetka.org

City of Joliet, City Manager

Joliet, IL (147,500) City Manager. The City of Joliet, a diverse, vibrant, and full-service City seeks a visionary leader and experienced manager who will work with the Mayor, Council, Staff,

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and citizens to continue the City's development and redevelopment as a premiere community in which to live, work, and raise a family. The City Manager is appointed by and reports to the Mayor and 8 member City Council. All are elected to four year overlapping terms (5 Council Members are elected by District and 3 are elected at large). Two City Managers in last 27 years. \$286 million budget and 800 FTE employees. Successful and responsible executive management experience required. Bachelor's degree required. Master's degree preferred. Strong leadership; open and honest communication skills and style; financial and budget management; economic development success; and labor relations experience required. Starting salary range of \$185,000+/- dependent upon qualifications and experience. Residency required subsequent to appointment within a time period agreeable to the Mayor, Council, and appointee. Candidates should apply by August 5 with résumé, cover letter, and contact information for five professional references to Robert Beezat at www.VoorheesAssociates.com/current-positions. Tel: 847-580-4246. The City of Joliet is an Equal Opportunity Employer.

City of Lincoln, Public Works Director

The City of Lincoln seeks a dynamic individual to serve as Public Works Director. The Public Works Director will oversee a \$5.8 million operating budget including supervision of 22 Full Time employees. The Director will be responsible for engineering, wastewater collection and treatment, streets and alleys, parks and forestry, and capital facilities including all long term and project planning, budgeting, operations, maintenance, and project implementation activities. The Public Works Director is responsible for development and implementation of the City's Capital Improvement Plan including proactive communication of plan components with the public and attendance at public meetings. The Director performs work with wide latitude for independent judgment and action and reports to the City Administrator. Licensure as a Professional Engineer in Illinois or the ability to obtain within 6 months is required along with extensive previous supervisory responsibilities. A minimum of 7-10 years experience at the local government level is preferred. Interested candidates should submit a resume, cover letter, salary history and a minimum of 3 letters of reference to Sue McLaughlin, City Administrator, PO Box 509, 700 Broadway St, Lincoln, IL 62656 or email to smclaughlin@cityoflincoln-il.gov by August 2, 2013.

Village of Wauconda, Village Administrator

Wauconda, IL (pop. 13,603) is located 45 miles northwest of Chicago in fast growing Lake County. Wauconda offers that "small town feel", with a vibrant downtown and a superior quality of life in which to live, work, and raise a family. The Village Administrator is appointed by and reports to the Mayor who is elected on a non-partisan basis for a 4-year term. The Village has approximately a \$14M operating budget including utilities, with 68 full-time employees serving the community. Village services include administration (inc. Clerk; Treasurer; Finance), Police Department, Public Works Department (inc. water and sewer utilities), building and zoning, and economic development. Candidates must have 7 to 10 years increasingly responsible executive experience in a community or organization of comparable size and complexity. Position requires Bachelor's Degree in public administration, planning, public policy or related field. Master's Degree is desirable. Candidates should have demonstrated economic development experience, strong financial and general management skills, negotiator for collective bargaining, outstanding administrative leadership skills and organizational abilities, plus excellent interpersonal skills, with an approachable, welcoming style with the community and staff, a

proven record in effective service delivery and creative problem solving ability. Starting salary: \$120,000 +/- DOQ with excellent benefits. No residency requirement. Candidates should apply by August 2 with résumé, cover letter and contact information for 5 professional references to Mark Morien, Voorhees Associates at www.VoorheesAssociates.com/current-positions. Tel: 847-580-4246.

City of DeKalb, City Manager

DeKalb, IL (pop. 44,862) is located 65 miles northwest of Chicago along the booming I-88 corridor in DeKalb County. The City, home to Northern Illinois University, is a thriving university community offering that "small town feel", offering a superior quality of life in which to live, work, and play. The City Manager is appointed by and reports to the Mayor elected at large, and seven (7) Alderman elected by wards for 4-year overlapping terms. The City has approximately a \$30.8M budget, with 195 full-time employees serving the community. City services include Administration (Finance; Human Resources; IT), Police Department, Fire Department, Public Works Department (Airport; Building, Engineering & Transportation, Planning & Economic Development, Street Operations, Water). Master's degree from an accredited college or university in Public Administration or related field required. Five years of professional experience with a City or County including supervisory experience in operations, management, personnel, and finance. Demonstrated ability to develop effective working relationships based upon respect, trust and confidence. Candidates should have established success in economic development, outstanding administrative leadership skills and organizational abilities, a proven record in effective service delivery and creative problem solving, with an approachable, welcoming style with the community and staff. Starting salary: \$150,000 +/- DOQ with excellent benefits. Residency is required. Send résumé, cover letter, and contact information for 5 professional references by September 6 to Mark J. Morien, Voorhees Associates at www.VoorheesAssociates.com/current-positions. Tel: 847-580-4246



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The Communication Tool for ILCMA & IAMMA

Have you joined the ILCMA and IAMMA web portal for knowledge and information sharing? This system will allow ILCMA & IAMMA members to ask questions as you did in the past using the IAMMA listserv. ILGNET provides the following features:

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