



City/County Management in ILLINOIS

Strengthening the quality of local governance through professional management

February 2011

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Calendar of Events

For complete details on events please visit the ILCMA calendar at www.ilcma.org/currentevents.aspx

February 9, 2011

IAMMA Breakfast
Woodridge, IL

February 23 – 25, 2011

ILCMA Winter Conference
Rock Island, IL

March 9, 2011

IAMMA Professional Development
Northbrook, IL

March 10, 2011

Metro Luncheon
Tinley Park, IL

March 10, 2011

ILCMA Professional Development
Tinley Park, IL

March 17, 2011

ILCMA/WCMA/Alliance Webinar

March 30 - 31, 2011

**2011 ICMA Young Professionals
Leadership Institute**
Novi, MI

March 31 – April 1, 2011

ICMA Midwest Regional Summit
Novi, MI

April 15, 2011

IAMMA Annual Conference
Rosemont, IL

April 28, 2011

ILCMA/Alliance/WCMA Webinar

May 11, 2011

IAMMA Awards Luncheon
Lombard, IL

May 11, 2011

ILCMA Professional Development
Lombard, IL

June 15 – 17, 2011

ILCMA Summer Conference
O'Fallon, IL

President's Column

My term as President of ILCMA has passed the halfway point and it has gone amazingly fast. Our Committees have been diligently working on their various goals for the year. Our professional development series has been solid again with a good variety of educational opportunities. The first webinar in December had good participation and there will be two more coming up with one this month and the other in April. Speaking of educational opportunities, our Winter Conference in Rock Island is just a few weeks away. The Committee has assembled a strong program and I hope to see many of you there. The Summer Conference Committee has also been working towards bringing us another high quality conference which is being held in O'Fallon in June.

The Member Services Committee has been working on several projects, including a mentoring program for newly appointed managers, focusing on assistant managers or professionals outside of the profession becoming first time managers. The Promote the Profession Committee is developing a "How to" guide on the best ways to get involved in one's community and in the process, promote the value of professional local government management.

Last November we thanked our corporate partners, the "Friends of ILCMA", at the annual appreciation luncheon. Our program is now seven years strong, with over 50 "Friends". It has assisted us to maintain a strong financial position and to offer excellent sessions at our conferences. In particular, I would like to thank the sixteen "Friends" who have been with us since the beginning:

- Ancel, Glink, Diamond, Bush, DiCianni, & Krafthefer, P.C.
- Baker Tilly Virchow Krause, LLP
- Baxter & Woodman Consulting Engineers
- Christopher B. Burke Engineering, Ltd.
- Clark Dietz Engineers
- Comcast
- FGM Architects
- Ehlers & Associates
- The Horton Group
- Illinois Metropolitan Investment Fund (IMET)
- Legat Architects
- McGrath Consulting Group, Inc.
- The Northern Trust Company
- S.B. Friedman & Company
- SRBL Architects
- Speer Financial, Inc.

As you know, ICMA's **Fund for Profession Management** has been in existence for over 25 years and has been credited for helping to educate citizens on the value of professional local government management in communities where the Council-Manager plan is being considered for adoption or retention. In most cases, it has been considered as the ICMA "defense". By now, you are probably aware of ICMA's **Life, Well Run** value of the profession campaign, and perhaps, have made a contribution. This new campaign is



considered ICMA's "offense". It is a coordinated, national effort to explain the role and value of professional local government management using a mix of social and traditional media, tailored regional and local messaging and a speakers' bureau. The campaign's goals include educating citizens, elected officials, the media and thought leaders about why professional management is so important, while attracting talented young people to careers in professional local government management. ICMA is looking to the membership and affiliate associations like ILCMA to raise \$1 million of the total \$5 million goal over the next 5 years. The bulk of the \$5 million would come from corporations, foundations and other external sources. Late last year we asked our membership for the names and contact information of companies and foundations who they believed might be interested in helping in the campaign and several were submitted. The list has been provided to ICMA for follow up. Again, if you have any names, please send them to me.

It is that time of year to be thinking about contributing your talents to the ILCMA Board as candidates are being sought through our nominating process. Please see the related article in this newsletter. We will also be seeking recommendations for the ILCMA Awards programs and applications for the various scholarship opportunities to attend the Summer Conference. Information for these programs will be available soon.

I wish you all continued success in your important obligations and responsibilities and for promoting the value of local government management.

by Bob Irvin

Welcome New Members!

Anjali Alva, Student
Ron Caree, ICMA, Chief Operating Officer
Keri-Lyn Krafthefer, Ancel, Glink, Diamond, Bush,
DiCianni, & Krafthefer, P.C., Senior Partner
Kathleen McNamara, Student
Christina Ricordati, Student
Heather V. Kimmons, Village Administrator,
Village of Forsyth
James W. Arndt, City Administrator, City of Effingham
Doug Eisenhaver, Backflow Solutions
Brad Stancampiano, Backflow Solutions



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A promotional graphic for Paramedic Services of Illinois, Inc. The logo features the text "PARAMEDIC SERVICES of Illinois, Inc." with a stylized "S" and "I" in a shield. Below the logo is a circular emblem with "35 YEARS OF SERVICE" and a laurel wreath. To the right, the text reads: "A LEADING PROVIDER OF CONTRACTURAL PARAMEDIC & AMBULANCE BILLING SERVICES". At the bottom, the address and contact information are listed: "9815 W. LAWRENCE AVE. SCHILLER PARK. IL 60176 PHONE: (847) 678-4900 FAX: (847) 678-2854". The website "www.paramedicservices.com" is at the bottom left.

Who's Who Directory Update

Congratulations to Paula Hewson who was promoted from Senior Assistant to the Village Manager to Assistant Village Manager with the Village of Schaumburg!

New Contact Information:

Rob Bahan
Village Manager
Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093
Work: 847-716-3542
Email: RBahan@winnetka.org

Alan G. Wilson, Village Administrator, Coal Valley, has a new email address:
VillageAdministrator@coalvalleyillinois.org
The Village also has a new web site:
www.coalvalleyillinois.org

Julia Carroll has a new address and contact information:
Julia A. Carroll
Carroll Management Consulting, LLC
956 Pembridge Place
Sugar Grove, IL 60554
Phone: 630-409-5019
Cell: 224-422-0051

Ryan Waller, formerly the Assistant Village Administrator in Lake Bluff, has been appointed as the Assistant County Administrator with Lake County, IL. His new contact information is:

Ryan Waller
Assistant County Administrator
County of Lake
18 N County Street
9th Floor
Waukegan, IL 60085
Phone – 847-377-2232
Email: rwaller@lakecountyil.gov

Eric Dubrowski has accepted the position of Chief Financial Officer in Peoria County. He was formerly the Finance Director and Interim Village Manager for the Village of Villa Park, IL.

Corporate Partner Spotlight

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

Financial Power Tools for Tough Economic Times

by Brad Townsend, Executive Vice President and Financial Advisor
Ehlers - Leaders in Public Finance

When you have a home improvement job to do, you want to have the right plan, tools and talent on hand. On a bigger scale, nearly every municipality and county in Illinois is dealing with the lasting impact of the world-wide financial crisis. That improvement job has forced some to take extreme measures to cut costs and raise revenues, including lay-offs and deferral of capital projects. Despite this, some municipalities and counties planned, or made blueprints, to reset their priorities to get results. Does your organization have the right plan, team, and Financial Power Tools to get the job done?

Capital Project Financing – Do you need a new or improved facility, roadway or utility project? Many have been delayed and shelved due to lack of money or credit. The following chart summarizes several situations where financial tools were used successfully to achieve results:

Desired Outcome(s)	Financial Tool(s)	Results & Pending
Replace Bridge, Streets Sidewalks & Storm Sewers	Grant Funds Aa1 Excellent Rating GO Bonds	New Infrastructure 3.48% Rate \$13,400,000
Repair & Restore Public Library	Public Participation Aa2 Excellent Rating Property Tax Levy Up	Functional Library 2.80% BAB Rate \$3,400,000
Better Traffic Safety at major intersections	Telecom Tax Aa3 Excellent Rating GO Bonds (Alt Rev)	Traffic & Roadway 4.00% Rate \$3,700,000

Financial tools for success included: 1) a capital improvement plan (CIP), 2) a well-defined project, 3) a viable or potential revenue stream, 4) favorable construction bids, and 5) a good market for issuing debt.

Public Private Partnership – Despite the economy causing development to slow or come to a standstill, some projects continue to move forward. We display a few below that are still alive and are using the financial tools referenced:

Desired Outcome(s)	Financial Tool(s)	Existing or Pending
Economic Development & Redevelopment Industrial	Proforma Review Developer Agreement SSA & TIF GO Bonds	Intermodal Transportation Center 2,500 acres
Economic Development New Housing, Retail & Industrial-Research	Proforma Review Developer Agreement SSA & PUD Proposed	Mixed Land Use 640 acres
Economic Development Leisure & Lodging	Proforma Review Developer Agreement Public Infrastructure	Sportsplex 200 acres

The power tools common to these projects are: 1) a strong partnership between the local government and private business, 2) a policy to guide decision-making, 3) expertise to test proposals, and 4) a lot of patience!

Refunding for Cost Savings – The financial market roller coaster in 2010 required careful consideration of when and whether refunding of outstanding debt was feasible. A successful refunding can have a major positive impact on the financial condition. Here are a few refunding efforts that achieved substantial cost savings:

Desired Outcome(s)	Financial Tool(s)	Results & Pending
Cost Savings on Outstanding Bonds with 3.31% Rate	Home Rule Aa1 Excellent Rating GO Bonds (Current)	\$4,950,000 Refunded New 1.87% Rate \$160,000 PV Savings
Cost Savings on Outstanding Bonds with 3.62% Rate	Non-Rated GO Bonds (Alt Rev & Current)	\$2,100,000 Refunded New 2.58% Rate \$75,000 PV Savings
Savings on Outstanding Debt Certificates at 4.32%	AA Excellent Credit GO Debt Certificates (Current)	\$6,955,000 Refunded New 2.99% Rate \$520,000 PV Savings

The favorable outcomes included the following financial power tools: 1) maximizing the issuer's strengths, 2) internal analysis focused on a viable financial plan, and 3) external analysis that targeted favorable market conditions to draw interested investors.

Revenues – Cost reductions were the first action taken by many local governments during the economic meltdown. Some went further by exploring how to shore-up their shrinking base of income. We summarize three examples:

Desired Outcome(s)	Financial Tool(s)	Existing or Pending
Increased Fee Income Cover O&M and Capital Costs	Fee & Cost Study County GIS Fee Law Current \$10.00 Fee	Increased income Adjusted \$17.00 Fee
Water & Sewer Income to Cover O&M, Capital and Debt Service	Utility Rate Study Continue 3.0% Rate Adjustments	Current 3.0% Rate Adjustments Restructured Billing Balances 3 to 6 mos.
Water & Sewer Income to Cover O&M, Capital and Debt Service	Utility Rate Study Current CPI Rate Adjustments	Increase Water & Sewer Rates 15% & 22% Build-up Fund Balance for Debt

A special customer fee or rate study served as the financial power tool in the above situations. This included an inventory of the financial status and calculation of the optimum number per unit to generate sufficient income to cover all known costs. Further, revenue and expense projections provided guidance for continued stewardship and future actions.

Every community and local government is subject to financial and economic challenges. Do you have the blueprint, financial power tools and expertise necessary on your team to meet those challenges? A trained and experienced financial advisor can help you plan for and use the right tools for the job.

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Illinois Municipalities Help Drive "Shop Local" Campaigns

By John Dilenschneider CEO, WebQA

Paying attention to local businesses is paying off for Illinois. Along with Chambers and Economic Development Councils, Illinois municipalities are aligning to keep sales tax dollars close to home – and local economies are beginning to grow.

Local purchases return 68% back into the community. That's 60% more than a national chain. And with 95% of purchases made within five miles of home, campaigns like "Gurnee's Got It," which boosted local sales 15% since September, represent the new approach Illinois municipalities are taking to support their businesses and fill their budget gaps.

Many Illinois municipalities have adopted one of the several national business support campaigns:

- **Downtown Cards:** Since late 2009, Highland Park has placed more than \$27,000 into local circulation through its "downtown cards." Unlike merchant discount cards or gift cards, the "downtown card," can be used with any participating merchant.
- **3/50 Project:** Arlington Heights, Bloomington, Decatur and 160 other Illinois cities have introduced the 3/50 Project in Illinois. Shoppers choose three favorite independent retailers and make a commitment to spend \$50 per month among them.
- **Coupons:** Taxi coupons remain popular: Oak Park offers 40% off coupons books, Lombard offers a \$26 book of coupons for \$5 to seniors, and Hillside offers 50/50 taxi coupons.
- **Window Displays:** Roscoe spent \$1,000 on 400 window stickers with the slogan "Shop Smart, Shop Local" for participating businesses. Fulton started its Shop Local program in 2004 and now offers downtown window displays that spotlight local businesses. Crystal Lake sports black and white stickers on windows, cash registers and shopping bags.

In addition to these national campaigns, some municipalities have crafted their own, unique local campaigns to promote businesses:

- **Spend \$100 in 100 different ways** was the theme to the Village of Long Grove's 2010 series of 13 events from March's "Ice Melting Blues" through December's "Holiday Festivities in December."
- **Shopper Rewards** from the "I Shop Crystal Lake" program encourage residents to support promotes business support services through cooperative marketing and advertising. Highland Park's "Shop Local Challenge" in 2010 asked customers "How many businesses can you support in the month of May?" and awarded a \$50 gift card prize to the top 20 shoppers.
- **Slogans:** Catchy slogans are helping municipalities promote their businesses:
 - "Buy Berwyn" launched in March last year is a program that caters to both the English and Spanish residents.
 - "Head for the Hills" has netted over \$20 million in tax revenue from local businesses to help fund Hickory Hills services.
- **Mayor Articles:** In October, Mayor Brad Cole authored "Carbondale - great place to Shop Local" to describe local

businesses activities in 2010. And, on Sycamore's homepage, Mayor Ken Mundy implored his residents to "remember to shop local" during December's holiday events.

- **Highlighted Business Partners:** Lake in the Hills spotlights business partners on its website along with a business directory. Lakemoor makes it easy for businesses to join its "Business Highlight Program" by just filling out the form on its website.
- **Ads:** Many Illinois municipalities are incorporating advertisement sections or advertisements into their business directories and websites. Springfield maintains a location for "Business Area Ads" on its website and Gibson City rotates ads on the bottom of its business directory website and also has website sponsors.

Finally, some Illinois cities, villages and towns are taking their support of local business to the next level through surveys of business needs and actual integration of advertising, service and social networking to promote business.

- **Business Action Centers:** Cities like Evanston are offering a separate facility on their website to handle business requests for information or service and where businesses can obtain the status of their request.
- **Micro-websites:** Some communities are implementing ShopsQA Centers on their website to provide each business with a free micro-website. The micro-websites show information, coupons and jobs and let citizens automatically receive a text or email on micro-website updates. ShopsQA then collects all coupons and jobs throughout the municipality so that citizens can easily find them in one place. To increase business, ShopsQA creates an advertising platform to gather new customers and provides a full scale customer service system to handle those repeat customers that typically account for 70% of revenues. The ShopsQA micro-website works with a business's formal website and links to Facebook and Twitter.
- **Surveys:** More Illinois municipalities are using surveys to gauge the pulse of business direction. Elk Grove partnered with ComEd last November on a Business Visitation Program that gathered local economy dynamics; McHenry revised its Business Retention Survey just last August to keep it current; and, Palatine launched a 21-step questionnaire on its website to solicit local business feedback about its city business climate.

With Illinois municipalities now armed with a payload of approaches to supporting local businesses, payoff is literally just around the corner because you can "Find everything you need ... close to HOME" as the City of Breese says on the homepage of its website.

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IML Managers Monthly Column

96th General Assembly Completes Veto and Extended January Sessions

By: Joe McCoy, Senior Legislative Advocate, Illinois Municipal League
and Mike Allison, Manager, Village of Vernon Hills



The 96th General Assembly had an active fall Veto Session and an unusual extended January “lame duck” session as legislators sought to begin addressing the State’s financial problems.

Veto Session

Municipal governments will see some significant cost-savings as a result of the passage of municipal public safety pension reform during the fall Veto Session. Governor Quinn signed SB 3538 into law as P.A. 96-1495 on December 30, 2010. The law and the second tier of pension benefits for new hires took effect on January 1, 2011.

In an additional victory for local governments, the General Assembly overrode the Governor’s amendatory veto of legislation that would exempt performance evaluations from the provisions of the Freedom of Information Act (HB 5154). The Governor’s amendatory veto had restricted the exemption to only law enforcement personnel. The override restored the exemption within the legislation to include all municipal employees. The new law is P.A. 96-1483.

Please visit the IML website at www.iml.org for more information about the new law.

Extended January Session

Several major issues were approved or at least debated during an extended and active January “lame duck” session of the 96th General Assembly prior to the commencement of the 97th General Assembly on January 12, 2011.

The 96th General Assembly concluded its business in the early morning hours of Wednesday, January 12 as the Senate managed to find 30 members willing to support an increase to the State Income Tax. The House had approved the measure with 60 votes on Tuesday, January 10. In both chambers, the tax increase passed with the bare minimum number of votes necessary.

SB 2505 increases both the individual and corporate income tax rates. The 3% individual rate rises to 5% (2011-2014), drops to 4% (2015-2024), and drops again to 3.25% (2025 and thereafter). The 4.8% corporate rate rises to 7% (2011-2014), drops to 5.25% (2015-2024), and drops again to 4.8% (2025 and thereafter). The legislation also includes a spending ceiling that, if breached, would return the income tax rates to pre-increase levels. Additional money for schools and human services is also provided.

Municipalities and counties would continue receiving a 10% share of the income tax collected based upon the pre-increase rates of 3% (individual) and 4.8% (corporate). None of the additional money from the tax increase would go to local governments. Of concern, however, is that the language appears to include local government state-shared revenues as expenditures under the annual spending cap. This presents a risk that the full amount of state-shared revenue owed to local governments may not be distributed if doing so would exceed the overall spending cap following other state expenditures. Of further concern is what would happen to the municipal share of the income tax if the spending cap is breached and the tax rate increases are nullified. In that event, municipalities and counties would be reduced from a 10% share to a 6% share of the income tax.

The 96th General Assembly passed along several other noteworthy bills to the Governor during the lame duck session. These included the following:

- Medicaid Reform (HB 5420)
- Internet Sales Tax or “Amazon Tax” (HB 3659)
- FY2011 Pension Payment Borrowing (SB 3514)
- Death Penalty Abolishment (SB 3539)
- Legislative Redistricting Framework (SB 3976)

Several other consequential bills did not advance. These included the following:

- Borrowing to Pay Backlog of Bills (SB 336)
- Increased Cigarette Tax (SB 44)
- Workers’ Compensation Reform (SB 1066)
- Gaming Expansion (SB 737)
- Taxpayers’ Bill of Rights (HJRCA 61)
- Higher Vote Requirement for Pension Increases (HJRCA 62)

ILCMA Board Election Process Begins

Do you have a colleague who could be a dedicated member of the ILCMA Board of Directors? Would you like to serve? Now is the time to nominate qualified candidates for positions on the Board of Directors. A letter detailing why the candidate is qualified to serve along with an up to date resume is due at the ILCMA Secretariat, Center for Governmental Studies, NIU, DeKalb, IL, 60115 by March 1. Offices for which nominations will be accepted are President Elect, Vice President, Secretary Treasurer, and two board members. Officers are elected for one-year terms. Newly elected board members will serve three-year terms.

After the nominating deadline, the Nominating Committee, chaired by Jim Norris, ILCMA Past President, with a representative from each of the affiliate groups and one at-large member, will meet to determine a slate. The slate will be announced in the April newsletter. At that time, others wishing to have their name appear on the ballot will have an opportunity to submit a petition. If a contested election results, a ballot will be mailed June 2, 2011. If no contest develops, the election of the slate will take place at the Annual Meeting in O'Fallon

Thank You ILCMA Range Riders!

ILCMA is lucky to have the service of five former managers/administrators who serve the profession as ICMA Range Riders in the state of Illinois. The ILCMA/ICMA Range Riders are Greg Bielawski, Steve Berley, Dave Anderson, Glenn Spachman, and Hank Sinda. Their contact information is located on the ILCMA website and on the back of every ILCMA newsletter. Collectively they have clocked over 682 hours, traveled approximately 8,900 miles, and made 1709 contacts in 2010! ILCMA thanks each of you for your service to the profession!



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ILCMA WINTER CONFERENCE 2011

FEBRUARY 23 – 25

ROCK ISLAND, IL

CLARENCE PAGE

FEATURED AS THE

THURSDAY MORNING KEYNOTE

A View from Washington



Hope and change have run into reality and resistance in President Obama's Washington. In a time of tighter budgets and rising public needs, Clarence Page will address what local governments can expect from the new Congress and the first president to come from Illinois since Abraham Lincoln. He will also give an analysis of state of Illinois politics.

Clarence Page, the 1989 Pulitzer Prize winner for Commentary, has been a columnist and a member of the Chicago Tribune's editorial board since July 1984. His column is syndicated nationally by Tribune Media Services in close to 200 papers. He has been based in Washington, D.C. since May 1991. Page is also a regular contributor of essays to The News Hour with Jim Lehrer and News and Notes with Ed Gordon on National Public Radio. He has hosted documentaries on the Public Broadcasting System and served as a regular panelist on national programs including ABC's This Week and BET's weekly Lead Story news panel program.

REGISTER ONLINE TODAY AT

http://registeruo.niu.edu/iebms/wbe/wbe_p1_main.aspx?oc=40&cc=WBE4011434

ILCMA 2011 Winter Conference

You are invited to join your colleagues the ILCMA Winter Conference in Rock Island, IL from February 23-25, 2011! The Committee has planned a conference full of high quality educational sessions, fabulous networking opportunities and an opportunity to reenergize in the wonderful setting of the Jumer's Hotel & Casino.

The ILCMA Professional Development Committee will start us off with a pre-conference session on Wednesday afternoon titled "The New Era of Union Negotiations" with presenters from the Federal Mediation Services. Wednesday evening will feature a reception hosted by the Downstate City/County Management Association and Southwest Illinois City Management Association. This event will be held at Jumer's and will be a great opportunity to network with colleagues!

Two keynote sessions will be featured on Thursday.

- Clarence Page will talk about what's happening in Washington D.C. and will add a little Illinois perspective as well.
- Dr. Geoffrey Hewings will present a session on Thursday afternoon on the Illinois economy.

In addition to the keynote sessions, the Conference will feature a variety of educational sessions in two sets of breakout sessions as well as the plenary sessions noted above over the course of Thursday. You will learn from colleagues and other professionals about how to deal with "extreme boards" as well as alternative debt financing options for development. Tim Clue will provide a humoristic approach to communication during lunch. The afternoon provides attendees with many options. You can choose from a tour of Rock Island Downtown redevelopment initiatives, the legal aspects of social networking or how to deal with vacant and abandoned properties. The final session of the day will feature a panel discussion aimed at new and aspiring managers/administrators.

Thursday evening attendees will be bused to dinner at Circa 21 in downtown Rock Island. Circa 21 is a dinner playhouse theatre. Attendees will be treated to a preview of the musical "All Shook Up" as well as other musical arrangements. This will be followed by the annual IAMMA Bags & Euchre tournament at the newly renovated The Establishment. Word has it that there will be a short Improv Comedy show as well as great music during the evening.

Friday features the annual Tales from the Range session during breakfast, the ILCMA business meeting and a closing session which will feature a panel discussion on the Illinois political landscape and what we should expect in the future. Given these choices, you are sure to find a vast array of new information and educational opportunities at the conference.

David Parks from ICMA-RC will be available for one-on-one financial consultations by appointment throughout the conference.

REGISTER ONLINE TODAY AT www.ilcma.org

Silent Auction & Raffle at ILCMA's Winter Conference

Rock Island's Jumer's Hotel and Casino offers a terrific venue for the upcoming ILCMA Winter Conference. Along with the great programming and speakers scheduled, ILCMA wants to make you aware of two additional events that will be taking place.

In support of ICMA's "Life Well Run" initiative, ILCMA is hosting a silent auction. Conference attendees will have the opportunity to bid on items with all proceeds going to the Life Well Run campaign. Besides prizes that include Chicago Bulls tickets (Section 100) and a Kindle Reader, ICMA is offering a number of goods and services including; a thirty minute phone consultation with Mike Lawson, Director of ICMA's Center for Performance Measurement. ICMA is also offering registration to an upcoming web conference or access to an on demand web conference (\$149 value for members; \$249 for nonmembers) as well as minimum half-day session with Bob O'Neill and your organization's leadership team either via web conference or in-person.

For those present at the conclusion of Friday's keynote presentation, ILCMA will be holding a raffle with prizes that include an iPod shuffle, and 2 Marriot Lincolnshire Theater Resort tickets.

Online registration for the Winter Conference is still available at www.ilcma.org. Be sure to check your email for additional announcements concerning the Winter Conference.

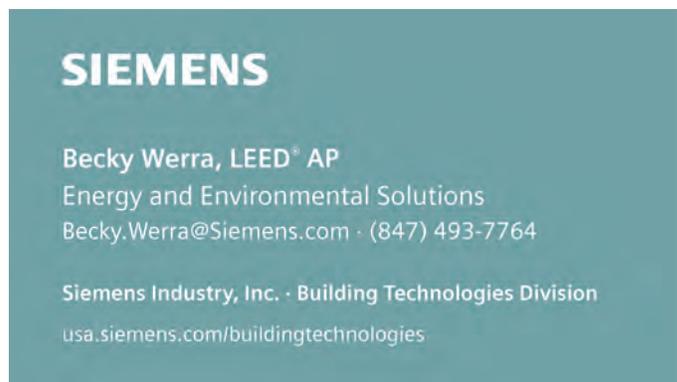


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*The ILCMA Professional Development Committee
&
The South Suburban Chiefs of Police Association
Present:*

***Violence Against Public Officials - Lessons
Learned: Causes ~ Signs ~ Actions to Take***

Join our panel of professionals who have experienced firsthand the trauma of emotional acts against public officials and our legal expert's advice regarding the balance of public participation versus the safety of public officials. Our panel includes:

Georgia L. Ragland: Assistant Chief Administrative Officer, Kirkwood, Missouri

Ms. Ragland experienced the fatal shooting on February 7, 2008 at a Kirkwood, Missouri city council meeting. She explores what led up to the event, the circumstances of the event itself, and the complexities of operating a government in the aftermath. Ms. Ragland will review City Hall security improvements, changes in public perceptions, and a myriad of practical complexities that arose from that incident.

Timothy J. McCarthy: Police Chief, Orland Park & Former Presidential Body Guard

Timothy J. McCarthy, Chief of Police, Orland Park, Illinois and former Assistant Special Agent in Charge of the Presidential Protective Division of the United States Secret Service and Special Agent in Charge of the Chicago Division of the United States Secret Service

Chief McCarthy retired from the Secret Service in 1993 after 22 years as Special Agent in Charge of the Chicago Division. Chief McCarthy served almost ten years on the Presidential Protective Division coordinating the security for Presidents Carter, Reagan and Bush. He was seriously injured in the assassination attempt upon President Reagan in 1981. Chief McCarthy has served as Chief of Police in Orland Park for over sixteen years and is Chairman of the South Suburban Major Crimes Task Force for over five years charged with investigating homicides in the south and southwest suburbs including the Lane Bryant case in Tinley Park. Chief McCarthy's experience with presidential protection along with his local law enforcement experience will bring a unique perspective to the challenges in maintaining our open democracy while addressing the security needs of protectees and the public.

Ellen K. Emery: Attorney with Ancel Glink, Chicago, Illinois

Ellen Emery is an attorney with Ancel Glink and has represented multiple municipal governments. She also serves as an elected Trustee with the Village of Westmont. She received her Bachelor's Degree in Criminal Sociology from Northern Illinois University in 1978, her Juris Doctor degree from The John Marshall Law School in 1982, and her Master of Laws degree in International Business and Trade Law, with high honors, from The John Marshall Law School in 2002.

During her experience as an elected official and attorney, she has witnessed firsthand the emotional behavior regarding public policy decisions at local council meetings. Ellen will discuss legal realities with our group: balancing the public right to participate at meetings versus the safety concerns of governmental officials. We will explore topics such as searches before entering, public speakers time limits, speech content, behaviors of audience members, audience member clothing, and similar items. We will also explore the crisis response necessary if an incident occurs in your community.

REGISTRATION INFORMATION

Date: Thursday, March 10, 2011

Time: 9:00 a.m. – Registration and Continental Breakfast
9:30 – 11:30a.m. - Presentation

Location: Tinley Park Convention Center
18451 Convention Center Drive
Tinley Park, IL

Cost: \$30 - Event only
\$50 - if also attending the Metro Manager's luncheon after the event
Topic for Metro Luncheon: *What Next? Alternative or Post Retirement Career Options*
Manager in Transition registration promo code: MIT

RSVP: NIU Outreach Registration, DeKalb, IL 60115
By March 4 Phone in Registration: 800-345-9472
Online Registration:
http://registeruo.niu.edu/iebms/wbe/wbe_p1_main.aspx?oc=40&cc=WBE4011496
Fax: 815-753-6900 (fill out information below)

*Cancellations must be made **by March 4.**
Any cancellations after that date will require full payment for the luncheon*

MAIL or FAX: send completed registration form and payment to
Outreach Services Registration Office
Northern Illinois University
DeKalb, IL 60115

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– Katy Rush, Village Administrator, Village of Woodridge

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Leaders at the Core of Better Communities

Celebrate the Value of Professional Management

ICMA's Annual Awards Program honors creative contributions to professional local government management and increases public awareness of the value of professional management to the quality of life in our communities. The Annual Awards Program includes the Professional Awards, which recognize individual achievement, and the Program Excellence Awards, which are presented to local governments and their chief administrators in recognition of creative and successful programs. An independent Awards Evaluation Panel composed of 17 U.S. and international ICMA members selects the award recipients each year. Nominations for 2011 are being accepted through March 11. Full information on all award categories, as well as the nominations process, may be found on the awards page of the ICMA website.

Nominations should be submitted by email to awards@icma.org. Faxes and hard-copy submissions are not necessary.

Award recipients will be notified in mid-June and recognized during ICMA's 97th Annual Conference this September in Milwaukee, Wisconsin. Recipients will also be featured in a fall issue of PM magazine.

Individuals with questions can contact Felicia Littky, awards program coordinator, at awards@icma.org or 202/962-3656.



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IPELRA Holds Seminar on Employment Law

IPELRA is pleased to present its 4th Annual Public Sector Employment Law Seminar on Thursday, February 17th at the Doubletree Hotel in Oak Brook, IL. This presentation is made with the generous assistance of Clark Baird Smith, LLP and offers a day-long program with sessions

on the following topics that are so critical to public employers today: Public Comment and the Use of Media in Labor Disputes; Interest Arbitration and Collective Bargaining Strategies in these Most Difficult of Economic Times; Reductions in Force and Voluntary Separation Programs (Collective Bargaining and EEO Implications); Responding to Claims Made by an Injured Worker (Best Practices from Start to Finish); Social Networking Policies for the Public Workplace; FLSA Issues that Continue to Haunt Public Employers; Employment Law Update (FOIA, Personnel Records, Military Leave, GINA and more); Pension Reform & Strategies to Reduce Pension Liability Through Collective Bargaining (Meeting the Trillion Dollar Challenge). The program addresses many of the topics we in the public sector are grappling with on a regular basis and is especially helpful to the members of your leadership team who are dealing with collective bargaining. IPELRA works hard to offer these programs at an extremely cost effective rate and we offer an early bird registration rate until January 28th of \$160 for IPELRA members, \$175 for non-members. For more information on this important program or to register, please call the IPELRA Secretariat at 847-378-7700.



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

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

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

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

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

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

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

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

Gregory Seefeldt
gseefeldt@hughes.net
309-467-2569

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

Conrad Kiebles
c.kiebles@yahoo.com
708-557-0979

Wally Douthwaite
wdouthwaite@comcast.net
Home: 847-215-9791
Cell: 847-477-1344

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Home: 815-363-5902
Cell: 815-742-1690

Bo Proczko
bproczko@gmail.com
630-897-7585

Scott Hartman
islandtime@hotmail.com
Cell: 224-678-4590

Sarah Phillips
gr8glfr@hotmail.com
847-749-3858
Cell: 847-867-5151

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

2011 ICMA Midwest Regional Summit

WHEN

March 31 - April 1

WHERE

The Baronette Renaissance Hotel
Novi, Michigan

[Overview](#)



Mark Your Calendars and Book Your Hotel Accommodations! Network with colleagues, discuss ICMA issues and programs, and provide feedback to the ICMA Executive Board and staff. ICMA Executive Director Bob O'Neill will lead a workshop (TBD) with Felicia Logan, Director of Leadership Development.

The ICMA Midwest Regional Summit is a networking and professional development opportunity for members and state officers in the Midwest. All ICMA members and state officers in Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin are invited to attend the ICMA Midwest Regional Summit.

VENUE	SUMMIT REGISTRATION INFORMATION
<p>The Baronette Renaissance Hotel Room Rate: \$105 27790 Novi Road Novi, Michigan 48377 To make a reservation, call: 505-843-2664 Online Reservations: Use this link. Hotel Registration Deadline: March 16, 2011 Indicate that you are attending the ICMA Midwest Regional Summit.</p>	<p>Summit Registration Fee: TBD</p> <p>IMPORTANT DATES AND DEADLINES</p> <p><i>Hotel Registration Deadline: March 16, 2011</i></p> <p><i>Summit Online Registration Deadline: TBD</i></p>

Consider your staff for the [Young Professionals Leadership Institute](#), March 30-31, 2011.

2011 ICMA

Young Professionals Leadership Institute

This is a special ICMA University leadership program that offers young professionals a way to build their leadership skill set through the art and practice of leadership. Managers, you are encouraged to invite young professionals to attend this leadership institute.

BUILDING YOUR LEADERSHIP SKILL SET THROUGH THE ART AND PRACTICE OF LEADERSHIP

ICMA University workshops are being presented as a special offering to young professionals, preceding the ICMA Regional Summits that are scheduled for March and April 2011 in the Southeast, Northeast, Midwest, and Mountain Plains/West Coast regions. **Managers, you are encouraged to invite young professionals to attend this leadership institute.**

Cost

Great Value! The cost of this special leadership skill building offering is \$99! **This fee does not include lodging.**

Who Should Attend

- Assistants
- Assistant Managers
- Those who are beginning their career path in local government

Reserve Early! Rooms are limited. If you need help finding accommodations, contact Sallie Burnett at sburnett@icma.org.

March 30-31, 2011

[The Baronette Renaissance Hotel](#)

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Novi, MI 48377

For reservations call: 505-843-2664

Online Reservations: [The Baronette Renaissance Detroit-Novu Hotel](#)

Room Rate: \$105

Institute Registration Deadline: TBD

Hotel Registration Deadline: March 16, 2011

Indicate that you are attending the ICMA Young Professionals Leadership Institute.

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City of Janesville, Administrative Analyst

The City of Janesville, located in south central Wisconsin, is a progressive Council-Manager administered city of 63,600. Position available with diverse responsibilities, providing professional support to all areas of municipal management; focus on neighborhood services, leisure services, economic development, sustainability, public works, budget preparation and analysis, and human resources. Acts as project manager on city-wide projects; provides staff support to City Council and selected committees; provides and analyzes monthly reports. Requires Bachelors Degree in Public Administration or related field. Masters Degree preferred. Requires at least one (1) year of relevant administrative experience. Individuals may be involved in budgeting and purchasing, neighborhood services, parks and recreation, economic development, sustainability, public works, and human resources. Must have ability to communicate effectively in verbal and written form, and excellent public relations skills. Starting salary \$39,010, depending upon qualifications. Application deadline is February 15, 2011. Anticipated start date: June 2011. Janesville residency preferred. If interested and qualified send cover letter, resume, salary history, and references to:

Human Resources
City of Janesville
PO Box 5005
Janesville, WI 53547-5005
www.ci.janesville.wi.us
EOE

City of Washington, City Administrator

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

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

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

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

The City Administrator ensures that policy direction from the Mayor/



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

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

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

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

The City of Washington is an Equal Opportunity Employer.

City of Des Plaines, Financial Analyst

The City of Des Plaines (pop. 58,710) seeks an innovative and energetic professional to join its finance team as a Financial Analyst.

Position Responsibilities

Reporting to the Assistant Director of Finance, this position's primary responsibilities are to assist the Finance Director and Assistant Finance Director with the management and supervision of the finance department which includes, performing professional level accounting duties and applying technical skills to the maintenance, analysis and reporting of the City's financial transactions. Responsible for overseeing cashiering, utility billing, customer service, grant management and real estate transfers, as well as miscellaneous accounts receivable. Duties include: maintaining the fiscal records of the City; assisting the Assistant Director in monthly and annual close; performing monthly bank reconciliations; reconciling the general ledger and subsidiary accounts and preparing for the annual audit as well as the analysis and preparation of the annual budget.

Position Requirements

Qualified candidates will have a Bachelor's Degree in Accounting or a closely related field, 2-3 years experience in municipal finance or public fund accounting. Candidates should possess considerable knowledge of government accounting and reporting

Job Mart

and be proficient in Excel spreadsheets and Word applications. Knowledge of GAAP and experience in ERP system implementation is highly desirable.

The successful candidate will possess strong administrative, analytical, written, and communication skills. Present salary range: \$59,262 - \$77,041. Appointment salary DOQ. Excellent benefit package.

Compensation and Application Process

Please send cover letter, resume, five work-related references and City employment application by 5 pm, Monday February 14 to: City of Des Plaines, Attn: Human Resources, 1420 Miner Street, Des Plaines, IL 60016. Employment application and additional information on the City can be obtained by visiting www.desplaines.org.

Village of Libertyville, Project Engineer, Public Works Department

Under the general supervision of the Senior Project Engineer, this position performs planning, design, review and inspection of a variety of public works projects.

EXAMPLES OF ESSENTIAL DUTIES

- Reviews commercial, residential or public utilities design and construction plans, and issues permits. Designs plans and specifications using CAD systems; inspects new developments, commercial and residential construction in progress and at completion.
- Completes construction layout and engineering field surveys; prepares Flood Plain and construction related correspondence and reports; researches and prepares reports and presentations for public meetings; and answers inquiries from contractors, local agencies and citizens.
- Performs record keeping and maintains files on work performed; attends training; supports and actively promotes the Village's safety programs; assists with periodic safety inspections; identifies and corrects safety hazards; works outside of normal working hours as needed and other duties as assigned.

The preceding duties have been provided as examples of the essential types of work performed by positions within this job classification. Management reserves the right to add, modify, change or rescind work assignments as needed.

MINIMUM QUALIFICATIONS

Knowledge of: Village policies and procedures; Village, State and Federal rules, regulations and codes pertaining to construction; and various software application; CAD Microstation V8 experience highly desirable.

Ability to: Read and interpret blueprints, maps and other engineering drawings, carryout work assignments as instructed; maintain accurate records; communicate effectively orally and in writing; and establish and maintain cooperative working relationships with those contacted in the course of work.

Education: Bachelor's Degree in Civil Engineering or equivalent.

Allan R. Ambrose
Senior Vice President
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Experience: Two (2) years construction inspection or design review experience. Field survey experience highly desirable.

Certifications/Licenses: Engineering-in-Training Certificate issued by the State of Illinois. State Driver's License.

Hiring Salary: Starting salary range is \$61,301 to \$75,000, depending on qualifications.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS

Work generally involves light work in an office setting. There are frequent visits to construction sites and exposure to heavy equipment, uneven ground and the elements. There is frequent sitting, with walking, standing and stopping occasionally required. There is an occasional need to lift light objects (up to 50 pounds) and perform other similar actions during the course of the workday. Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis.

SEND APPLICATION, RESUME AND SALARY HISTORY TO: Laura Nali, Assistant to the Director of Public Works, 200 E. Cook Avenue, Libertyville, IL 60048 or lnali@libertyville.com no later than February 18, 2011.

City of Carbondale, Finance Director

Carbondale, IL (26,000) Finance Director. Salary: \$77,605 - \$93,122 DOQ. Rural, residential community with home rule form of government. Annual budget of \$49 million and 270 employees. Home to Southern Illinois University (SIUC). Will supervise finance staff of 14 with oversight of purchasing/risk management, revenue office, information systems, enterprise operation and public parking services. Seeking an individual with considerable knowledge of all aspects of municipal finance. Requires bachelor's degree in accounting, finance or related field, minimum 5 years experience in financial operations & administration and supervision. Governmental accounting experience a plus. Submit letter and resume with salary history and 5 work-related references to financedirector@ci.carbondale.il.us or City Manager's Office, PO Box 2047, 200 S. Illinois Avenue, Carbondale, IL 62902-2047 by February 4, 2011. Position open until filled. Profile at www.explorecarbondale.com EOE

Village of Bourbonnais, Police Chief

The Village of Bourbonnais, Illinois is seeking applicants for the position of Police Chief. Bourbonnais has a population of approximately 18,400, which includes Olivet Nazarene University and is the summer home of the Chicago Bears Training Camp. It is the Chiefs responsibility to oversee all operations of the Police Department and to provide leadership and mentoring to patrol operations, investigations, officer recruitment and training, crime prevention strategies, crime analysis and reporting, special event management, physical security, and traffic control. Chief coordinates with state, county, and federal agencies and other agencies where activities of the police department are involved. The Chief works to establish community policing policies throughout the Village and must be actively involved in the community. The position of Police Chief reports to the Mayor and Village Administrator.

Candidates must possess a Bachelor's Degree in Criminal

Job Mart

Justice, Public or Business Administration or related field. The successful candidate has progressive experience in supervision of subordinates in law enforcement, demonstrated and provable community relations background, ability to communicate in both verbal and written formats, and the ability to use and work with various computer programs. Minimum of three years experience as a recognized Assistant To or Deputy Chief of a governmental police agency. Minimum of seven years experience as a certified Law Enforcement Officer, and have completed Northwestern University Staff and Command School and, or the FBI National Academy. Applicant must be able to pass a criminal background check. Applicants must possess a valid driver's license. While residency in the Village is not a requirement the successful candidate must move to within a 15 mile radius of the Village within 6 months. All Applications are due by February 18, 2011 by 4:00pm.

Persons interested in applying for the position should send a detailed resume, personal and professional references and other information to be considered during application review to: Gregg Spathis Village Administrator, Village of Bourbonnais 600 Main Street NW, Bourbonnais, IL. 60914 (no phone calls) EOE

DeKalb Sanitary District, Assistant to the Manager/Human Resources

DeKalb Sanitary District, DeKalb, Illinois, (pop.42,579) Sanitary District located in a unique university community with urban and rural roots within one hour of Chicago seeks experienced human resources

professional for an independent Sanitary District providing wastewater treatment services (6.0 avg.

MGD) to the City of DeKalb. Requires a Bachelor's Degree in Human Resources, psychology, business or related field with a minimum of 5-7 years of related experience. Strong human resource and administrative skills required. Computer skills are essential. The Sanitary District has 18 employees with an operating budget of \$5.5 million. Appointed by the District Board of Trustees. Salary is \$60,000+/- DOQ, with excellent benefits. Additional position information is available at www.VoorheesAssociates.com. Candidates should submit their résumé and cover letter along with contact information for five work-related references by February 28, 2011 to Gregory F. Ford, Vice President, Voorhees Associates LLC, 500 Lake Cook Road, Suite 350, Deerfield, IL 60015. TEL: 847/580-4246; FAX 866/401-3100; Email: resume@voorheesassociates.com.

Village Manager , Village of Glen Ellyn, Illinois

Glen Ellyn, IL (27,000) Vibrant, historic community seeks experienced, progressive candidates to apply for the position of Village Manager. The Village of Glen Ellyn is located 23 miles west of Chicago in DuPage County and is one of the area's premier suburbs with excellent schools, beautiful neighborhoods, and an appealing commercial mix of specialty boutiques and national retail outlets. The Village is a full-service community with 103 full-time employees and an annual budget of approximately \$40 million. The Village is served by a highly regarded volunteer Fire Department that is governed by a separate not for profit corporation. Wastewater treatment services are provided by the Glenbard Wastewater Authority which was created through an innovative Intergovernmental Agreement with Lombard, and Glen

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Chris Johnson
Senior Manager
Business Development
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Ellyn serves as the "lead" agency by providing overall supervision, accounting, and other management services for the Authority. The Village Manager is appointed by and reports to the Village President and a six-member Board of Trustees, elected at large to four-year staggered terms. The Village has had 3 Village Managers since 1990. Candidates will be expected to have a strong background in leading municipal operations, particularly economic development, redevelopment, and financial management. Candidates must have seven to ten years increasingly responsible experience in a community or organization of comparable size and/or complexity. The position requires a bachelor's degree in a related field. A master's degree is strongly preferred. Candidates must possess excellent interpersonal skills, an approachable, welcoming style with the community and staff, and a proven record in effective service delivery and creative problem solving. Strong writing skills, oral presentation skills, and a collaborative, team-oriented management style are essential. Starting salary range is \$140,000 +/-, depending on qualifications and experience with potential for a performance bonus. Excellent benefits package. Residency required by third year of tenure. Reasonable relocation package is negotiable. Send resume, cover letter, and contact information for five professional references by March 4th to Heidi Voorhees and Doug Williams, Voorhees Associates, 500 Lake Cook Road #350, Deerfield, IL 60015 or email: resume@VoorheesAssociates.com. Tel: 847-580-4246; Fax: 866-401-3100



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