



City/County Management in ILLINOIS

Strengthening the quality of local governance through professional management

February 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>

February 11, 2013
IAMMA Luncheon
Downers Grove, IL

February 20-22, 2013
ILCMA Winter Conference
Peoria, IL

March 13, 2013
IAMMA Luncheon
Location TBD

March 21, 2013
Metro Manager Luncheon
Lombard, IL

March 21, 2013
ILCMA Professional Development
Lombard, IL

April 4-5, 2013
ICMA 2013 Young Professional Leadership Institute
Bloomington, MN

April 5-6, 2013
ICMA Midwest Regional Summit
Bloomington, MN

April 18, 2013
Alternative Service Delivery Seminar
NIU Naperville

April 19, 2013
IAMMA Annual Conference
NIU Naperville



President's Column

By David Nord, President, ILCMA and Village Administrator, Village of Cherry Valley

Happy 2013 Everyone!

I want to use this article to touch on a few topics that should be mentioned to the membership.

ILCMA Website: With a number of suggestions I've received concerning possible improvements to the website, I want to open this article by saying.... "It's in there!" While most everyone is aware of the "job ads", "calendar of events" and "newsletter" sections of the ILCMA website, it appears that familiarity drops off significantly past this point.

I'm not sure why this situation exists. The website is well laid out and offers a variety of information that student members through seasoned managers should find informative and useful. The site map at the bottom of the front page makes it easy to find what you want, including those things you may not realize the website has to offer. I urge everyone to spend a few minutes looking over the website - there is more information in there than you may realize.

If you are looking to access additional items available through the "Member Login", you may not be aware but there is only one user name and one password for the entire membership. If you don't know it, contact Dawn or me and we'll let you in on this well-guarded secret.

Bylaws: Nothing seems to get government professionals more excited than bylaw changes. Actually nothing gets members more excited than discovering issues that need to be addressed but are not in the bylaws. Recommendations for changes to ILCMA's bylaws will be coming out later this year. Please keep an eye out for this information, get informed and respond when asked to vote on the changes. Operational improvements to ILCMA only happen if you vote to allow them.

Members In Transition: As you are probably already aware, there are still far too many talented city management professionals looking for work. Please seek out those who are in transition and let them know they are not forgotten. Share any openings / leads you may be aware of with the members in transition, and contact ILCMA if you are aware of anyone who has been let go. We don't want anyone to slip through the cracks.

If you are one of those seeking employment, please be sure to contact ILCMA and let us know about your situation. Also, make use of the tremendous resources available through ILCMA's Range Rider program. Our Range Riders are, by far, the best in the nation. The knowledge offered by these retired professionals is extremely valuable to anyone facing uncertain circumstances.

Wishing you all the best for 2013!

Dave Nord

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 or by e-mail to dpeters@niu.edu by March 1. Offices for which nominations will be accepted are President Elect, Vice President, and Secretary Treasurer. There is one director position open this year. If a current director steps up to the office of Secretary/Treasurer there will be two vacancies. 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 Bob Irvin, 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 1, 2013. If no contest develops, the election of the slate will take place at the Annual Meeting in Galena.

Who's Who Directory Update

Tim Schloneger has been appointed as the new village manager in Algonquin. He starts February 18. He was formerly the village administrator in Lockport.

Nick Santoro is the new management fellow in Downers Grove. He was formerly an intern in Glenview. His contact information is:
Nick Santoro
Management Fellow
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515
nsantoro@downers.us
630-493-8875

Cara Pavlicek has been appointed as the next village manager in the village of Oak Park. She has been serving as interim village manager since February 2012.

Jennifer Maltas, formerly the assistant to the village manager in Deerfield, has been named as the deputy village manager in Buffalo Grove.

Her new contact information is as follows:

Jennifer I. Maltas
Deputy Village Manager
Village of Buffalo Grove
50 Raupp Blvd.
Buffalo Grove, IL 60089
Phone: 847-459-2525
jmaltas@vbg.org

George Van Geem, formerly the village manager of Niles, is the new finance director in Skokie.

Emily Palm, formerly an assistant to the city manager in Highland Park, has been named the village of Lindenhurst's assistant village administrator. Her new contact information is:

Emily Palm
Assistant Village Administrator
Village of Lindenhurst
2301 E. Sand Lake Road
Lindenhurst, IL 60046
847-356-8252
Fax: 847-356-8270
epalm@lindenhurstil.org

Chuck Meyer is the assistant to the village manager in Lincolnwood. He was formerly a human resource specialist in Highland Park. His new contact information is:

Chuck Meyer
Assistant to the Village Manager
Village of Lincolnwood
cmeyer@lwd.org
847-745-4715

Welcome New Members!

Tim Gleason, City of Washington, City Administrator
Bill Hobson, City of McHenry, Assistant City Administrator
David Koch, Koch Family Farms & Land Trust 1005, Partner
Craig Maher, Division of Public Administration,
Associate Professor
Michelle Padula, Municipal Management Services, Inc.,
Director of Business Development
David V. Stermetz, Prairie Forge Group



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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.

Wetlands...Delineation, Permitting & Compliance

By Jedd Anderson, PWS, CPESC
Vice President, Head of the Environmental Resources Department
Christopher B. Burke Engineering, Ltd.

When dealing with wetland regulations, municipalities should have a working knowledge of the basic requirements at all levels of government. A successful outcome for your wetland issues depends on patience, cooperation and expertise.

Wetland Delineation...

We receive many questions on the term "Waters of the United States". That term is a heading in the Clean Water Act that encompasses all forms of waterbodies in the United States, such as interstate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds (the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce). Wetlands are a subset to "Waters of the United States". When wetland consultants complete a wetland delineation, they determine if any form of "Waters of the United States" are present. Local vernacular refers to "waters" as the unvegetated portions of waterbodies, i.e the water portion of a lake or stream and the unvegetated scour line typically found along the edge of the waterbody. The vegetated areas are then wetland. All of these areas are regulated by one agency or another.

The first step in a wetland delineation is to define the limits of wetland or "waters of the United States" on the subject property. Wetland delineations must be completed in accordance with the current method established by the U.S. Army Corps of Engineers in the "Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region" (Version 2.0, August 2010).

Why are wetland delineations necessary?

Areas meeting wetland criteria are typically regulated by the U.S. Army Corps of Engineers or local regulatory agencies. It is important to identify wetland areas in the early stages of the project design in order to avoid delays. The Corps and local agencies require applicants to consider first avoidance then minimization.

How are wetlands defined?

Wetlands are defined by three main criteria:

1. Hydrophytic Vegetation

Vegetation that has adapted to frequent inundation or soil saturation in anaerobic soil conditions.

2. Hydric Soils

Soils that formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic (low oxygen) conditions in the upper soil layers.

3. Hydrology

Evidence that an area is periodically inundated or has saturated soils near the soil surface for a period of time during the growing season.

Delineations completed on disturbed sites and agricultural lands follow different protocols. Wetland boundaries are identified through a variety of methods including a review of historical aerial photography and water resource mapping.

How are wetland delineations used?

A complete wetland delineation report documents the overall quality of the wetland, its location and all relevant federal and local permit requirements. The report will assist the development team to design a project that avoids and minimizes impacts to wetlands and waters, adhering to federal and local permit requirements, while maximizing the remaining buildable area.

Wetland Permitting...

Navigating through complicated federal and local permitting requirements concerning wetlands and waters of the United States can be confusing. Extensive experience when negotiating with regulatory agencies helps guide projects along the most efficient path while fulfilling the permitting requirements.

Efficiently completing permit applications and appropriate supporting technical documentation for the following types of permits is required:

Federal:

- U.S. Army Corps of Engineers Federal Permit - Section 404 of the Clean Water Act
- U.S. Fish and Wildlife Service - Section 7 Threatened and Endangered Species Consultation
- Illinois Historic Preservation Act Consultation
- IEPA - Section 401 Water Quality Certification

State:

- Illinois Interagency Wetland Policy Act Permit
- Indiana Department of Environmental Management

Local:

- DuPage County Countywide Stormwater and Flood Plain Permit Submittal
- Kane County Stormwater Permit
- Lake County Watershed Development Permit
- McHenry County Stormwater Management Permit
- Will County Stormwater Management Permit
- Cook County Watershed Management Ordinance (pending)
- Various municipal permits

Mitigation for Impacts

Once a permit is received, in many cases mitigation for the impacts is required. Mitigation typically means that the applicant is responsible for creating new wetland and waters that must achieve certain performance criteria. Mitigation usually means development of engineering and landscaping plans, and maintenance and monitoring performance documents which spell out the performance standards. Mitigation will usually require 3 to 10 years of follow up maintenance and monitoring to confirm successful completion.

Compliance - Maintenance & Monitoring...

These follow up maintenance & monitoring services are necessary to ensure that created or enhanced natural areas meet regulatory requirements by the conclusion of the designated maintenance and monitoring period.

Maintenance and Monitoring is necessary when:

- Developments impact regulated wetlands or other water resources
- Naturalized best management practices are required
- On-site creation of wetlands for compensatory mitigation purposes is required

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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.

Six Changes Impacting Issuers' Relationship with Public Finance Professionals

By Maureen Barry, Financial Advisor and Brad Townsend, Financial Advisor ICMA-CM, CIPFA

In July of 2010, the President signed the Dodd Frank Consumer Protection Act into law. This legislation affects how Issuers borrow money and how public finance professionals like Ehlers provide financial advisory services. How does federal law impact your organization directly? Some processes will change in the best interest of issuers.

The responsibility of the Municipal Securities Rulemaking Board (MSRB) now includes the protection of municipal security issuers and regulation of municipal advisors which includes financial advisors. MSRB rules adopted and proposed will change all issuers' relationships with their financial advisors as well as with underwriters, who have been previously regulated. It is important for issuers to understand the MSRB's rulemaking efforts to date and the direction the final rules will likely take.

MSRB Top Six List for Issuing Municipal Bonds

The MSRB hosts a website at www.msrb.org and on the Issuers page identifies "Six Things to Know When Issuing Municipal Bonds". The MSRB believes issuers must know that:

1. MSRB registration is required for all financial advisors as a municipal advisor. Issuers should make sure their financial advisor is registered as a Municipal Advisor with the MSRB. The MSRB website provides a link to the registered list. It is now illegal to provide Municipal Advisor services without being registered as a Municipal Advisor.
2. Underwriters and Municipal Advisors must now provide accurate information related to the sale of bonds.
3. Municipal Advisors, including financial advisors, but not underwriters, owe a fiduciary duty to their issuer clients.
4. Issuers can use different approaches, negotiated or competitive sales, to finance capital projects.
5. Issuers can use the free EMMA website system, operated by the MSRB, to communicate important information directly to investors.
6. Issuers can use EMMA to track their bond trading both for the initial issue and trading on the secondary market.

These recommendations are intended to increase transparency, awareness and understanding within the municipal market to protect issuers and your community.

Proposed MSRB Rules

MSRB rules within the municipal market are designed to:

- Promote fair, efficient and transparent transactions.
- Prevent fraudulent, manipulative and unfair practices.
- Minimize underwriter and advisor conflicts of interest.

The MSRB rules to date have not been finalized but the rules that protect issuers and the public interest that are under consideration are categorized into the following areas:

- Fair Dealing
Requires Underwriters and Municipal Advisors to deal fairly with all persons including issuers, and prohibits unfair and deceptive practices.

- Pay to Play
Bans political contributions by a municipal advisor to public officials so that issuer business is awarded based on merit.

- Fiduciary Duty
Dodd-Frank established that Municipal Advisors owe a federal fiduciary duty to issuer clients. The MSRB is proposing to define fiduciary duty as a duty of loyalty which would require evidence of a written engagement, disclosure of compensation conflicts, affiliation disclosures and conflict of interest disclosure. Fiduciary duty is also proposed to include a duty of care which will require necessary qualifications, consideration of issue alternatives and a duty of inquiry.

- Role-Switching
In November 2012, the MSRB changed Rule G-23 to prohibit an underwriter from acting both as financial advisor to the issuer and underwriter on the same new issue. The rule addresses the potential conflict of interest created by advisor/underwriter role switching on the same issue.

- Gifts and Entertainment
Current MSRB Rule G-20 generally prevents underwriters from making a personal gift, including entertainment of more than \$100 per person. The rule likely will be extended to include Municipal Advisors as well.

What's Next on the Federal Front?

The MSRB is still waiting for the Securities and Exchange Commission (SEC) to finalize the definition of a Municipal Advisor. This definition is the same proposed rule that would have made appointed public board members subject to the Municipal Advisor rules. The SEC took comments on this rule in March of 2011, and last fall the House of Representatives passed the Dold Amendment, which would have made it clear that the appointed public board members are not subject to Municipal Advisor rules. However, the amendment was not enacted into law in the last Congressional session. In December, the SEC, through their new office of Municipal Securities, stated that early in 2013, the SEC will finalize the Municipal Advisor definition. Given the number of municipal comment letters and the Dold Amendment, we do not believe the SEC will subject appointed public board members to the Municipal Advisor rules.

Of potentially greater concern are discussions regarding the possible elimination of the federal tax exemption on municipal bond income. The U.S. Budget agreement made at the beginning of the year to avert the "fiscal cliff" did not address this item, but many policy makers have identified the exemption of municipal bond income from tax as a possible revenue raiser. This will be discussed further in the next 60 days as the federal government works to avoid the spending cuts that would be imposed by "sequestration" in March and determine a longer term deficit reduction strategy. President Obama has proposed capping the deductibility of municipal bonds at a rate of 28% instead of the current top level, 39.6%. Changes to the current exemption structure would disrupt investors' tax strategies, effecting both issuers and investors in positive and negative ways. Where these discussions will lead is unknown, but as many already have, Ehlers encourages municipal bond issuers to contact federal legislators to preserve the tax favored status of municipal bonds.

For additional information, please contact Maureen Barry at (630) 271-3341 or mbarry@ehlers-inc.com or Brad Townsend at (630) 271-3335 or btownsend@ehlers-inc.com



Educate. Advocate. Empower.

A Message from IML President Scott Eisenhauer, Mayor, City of Danville

As we head into the 100th Anniversary year of the Illinois Municipal League, it is the perfect time to reflect upon what great successes we have enjoyed over the past century in moving municipal government forward. It's also a time, however, to analyze how we should best move forward, and what we need to do to become an even stronger organization over the next 100 years. With that in mind, I have embarked on meeting with our membership, as well as with our staff, to hear what each believes to be our Strengths, Weaknesses, Opportunities, and Threats. These discussions have been very enlightening, and I think extremely beneficial, as we review our legislative lobbying efforts, educational offerings, partnerships with other entities and organizations working on behalf of local government, and structure. It is very important that we capitalize on our strengths and opportunities, while at the same time develop action plans to address our weaknesses and threats.

Through these initial discussions, it was clear that we need to address how we identify and prioritize our legislative agenda, and what we must do to energize our entire membership to stand strong with a unified voice to see our legislative proposals become law. Dialogue is already taking place as to how we may approach our legislative philosophy differently in the upcoming General Assembly as we continue to fight for pension reform, retention and direct deposit of local government distributive funds, and changes in language to PSEBA, PEDAs, and the public safety employee arbitration process.

We have also recognized over this past year, the need to look more internally at the processes we use to function as an organization. To address these concerns, the IML Board of Directors has approved the creation of four committees designed specifically to examine our organizational structure, and develop guidelines and strategies to more clearly define our procedures. The Budget Committee, Personnel Committee, Policy and Procedures Committee, and Constitution Committee have already started working within their areas of concentration and I look forward to the outcomes of their efforts. A fifth committee, the Annual Conference Committee, will work with staff to outline improvements which can be made to our annual gathering, as well as identify ways to enhance

the celebration of our 100 years as an organization. Very few associations reach such a historic milestone, and recognition of this feat should be prominent at the Conference in October. If you have any thoughts or suggestions on how the Conference might be made more valuable to you as an attendee, please do not hesitate to forward those suggestions and comments.

Also through the SWOT analysis, as well as comments during our Conference, we noted the desire for caucus discussions as it relates to specific topics. Each year during the networking sessions the constant comment we hear is how much you enjoy meeting with other municipal officials of similar size or with similar issues, and talking about different practices which have been successful or those which were tried but did not work. We all can learn a lot from each other, and these roundtable discussions have opened the line of communications among cities and villages towards sharing of information and ideas. The question we asked is "Why does it have to begin and end at the Conference?" Cities across the state have similar issues and concerns, yet sometimes those are so topic-specific you often feel you are alone in combatting those challenges...odds are you are not!! We are evaluating the best way to approach one day networking sessions or caucuses on specific topics, allowing those who are most interested in those issues the opportunity to discuss ideas and exchange suggestions with other municipal officials with similar challenges.

As I have stated, the IML staff and Board of Directors are working hard to continue improving your League, but we can't do it alone... and that is where you come in. During my comments upon receiving the gavel at the Annual Conference, I challenged you to "get out of the stands and into the game" in an effort to strengthen our organization. As part of that challenge, I want to know what YOU believe are the strengths, weaknesses, opportunities, and threats of the League, and what should be done to increase the value of your membership. Please send me an e-mail at mayor@cityofdanville.org with your comments, thoughts, and suggestions, and I look forward to working with ALL of you as we move successfully towards the next 100 years.

Thank You ILCMA Range Riders!

ILCMA is lucky to have the services 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, John Phillips, Dave Anderson, Glenn Spachman, and Frank Ollendorf. Their contact information is located on the ILCMA website and on the back of every ILCMA newsletter. Collectively they clocked over 575 hours, traveled approximately 6600 miles, and made just over 1500 contacts in 2012! ILCMA thanks each of you for your service to the profession!

The International City / County Management Association (ICMA) Range Rider Program was established by the ICMA Executive Board in 1974 to make the counsel, experience, and support of respected, retired managers of the profession available to the local government management profession. Range riders are retired managers with extensive experience who volunteer their time to provide a unique source of outside counsel to their colleagues.

ICMA/ILCMA Range Riders are available to meet with ICMA and ILCMA members to discuss the profession and concerns of those in the profession. Discussion topics range from relations with mayors and councils, connections with their state association or ICMA, and responses to local controversies to career development counseling and overall management questions. Range Riders also help communities interested in adopting or retaining council-manager government and assist mayors and councils who may be seeking a manager / administrator on a full-time or interim basis.

All discussions are confidential. Range Riders are friends, colleagues, and counselors to the profession, not consultants. The Range Rider Program is designed to help with personal and professional issues, not to provide technical assistance or to solve problems in a local government. Range Riders may consult with local governments as individuals, on a part-time basis, as long as the consulting does not impair the effectiveness of the Range Rider.

Northern Illinois University MPA Program Looking for Professionals to Serve as Mentors

By: Denise Burchard

The Northern Illinois University MPA Program continues to attract great students into the program and we are interested in providing them with a one-of-a-kind educational experience that prepares them for a career in public service.

One aspect of the NIU MPA program that has made it one of the best in the nation is the mentorship program that was started and managed by the NIU Board of Advisors. The purpose of this program is to offer aspiring professionals an opportunity to meet with experienced individuals in their interested area of study to discuss career aspirations, work initiatives, and other professional matters. Members of ILCMA are a great resource as mentors.

If you are willing to serve as a mentor to an aspiring MPA student at NIU, please complete the mentor profile on the NIU MPA website.

All mentor and protégé profiles are reviewed by a committee of the NIU Board of Advisors to match each mentor with a protégé. Mentors are required to take the lead and communicate with their protégé on a regular basis and meet no less than quarterly.

This program will only be as successful as the participants. Your time and consideration in this worthwhile program is warmly encouraged.

If you have any questions, please contact me at (dburchard@niu.edu), Heidi Voorhees (HVoorhees@VAREsume.com) or Ghida Neukirch (gneukirch@cityhpil.com) Mentoring Committee Co-Chairs.

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Lean Government – Learn How with GFOA

By Shayne Kavanagh, Senior Manager of Research, GFOA

Progressive governments are always looking for ways to serve constituents better and for less money. Lean thinking and methods made their way from private industry to the public sector and appear to be making a powerful impact on many government organizations. GFOA has been researching Lean for the last few years and believes that the potential is real and that Lean fills important gaps in the repertoire of public management tools – namely managing business processes to reduce waste and produce the greatest value for customers, all while respecting the people – the public servants – who deliver the service.

Lean is a system of thinking and way of working that emphasizes providing value to the customer of a service (e.g., a citizen, another department, etc.) and eliminating waste found in the workplace. Lean is often thought of as a “process improvement” method and is known for its expansive toolset for improving the efficiency and effectiveness of work. These are indeed important parts of Lean, but at its best Lean becomes a way of life for the people in the organization where there is a continuous journey toward perfection.

The starting point of Lean is to think in terms of how work creates value for the customer. Lean encourages one to understand who the customers of a process are and what they expect from the process. Only then can one begin to improve the value that the customers receive. For example, a restaurant health inspection service dramatically improved its results when the inspectors came to realize that restaurant owners had as much interest in food safety as they did and that failure to provide safe food was often a result of insufficient knowledge or skill, rather than malicious intent. This led the inspectors to schedule food safety assessments with new restaurants when they first open to ensure the owners are aware of safe food handling practices so that these practices could be ingrained into the restaurant’s processes from the outset. This cost was offset by discontinuing “routine” inspections that were unrelated to the actual risk posed to the public by the establishment being inspected.

Lean posits that very little of the typical workday is actually spent creating value for the customer. Authors and researchers on Lean estimate that from two to ten percent of the time spent in a typical American firm’s business process is spent on activities that add value for the customer. The implication is that much of the rest of this time is spent on activities that are non-value adding or are “waste.” The concept of waste is core to Lean because Lean

aims to discover root causes of waste and eliminate or minimize them. Lean does not suppose that waste can ever be completely eliminated – perfection is a sometimes unobtainable ideal, but it is important that the organization continue to strive for it.

Lean provides an expansive set of methods and tools to help you along the journey of continuous improvement. Process maps are perhaps the best known Lean tool because they make waste in the workplace visible and because a process map may be the first time that anyone in the organization has seen the entire process. In its full detail, it provides a powerful starting point for conversations about how to improve the process.

If process maps are the most well-known tool, “5S” might be the most fundamental. 5S is a method for creating and maintaining an organized and high performance workplace. It helps identify and eliminate waste, while closely involving employees in a project they can easily accomplish and from which they see visible results. Under 5S, staff follow five steps (sort, set-in-order, shine, standardize, sustain) to organize the work place in the most efficient and effective manner possible. After 5S is complete the workplace looks noticeably better and employees benefit from things like reduced time looking for items or information and reduced risks to personal safety. Think of 5S like the broken windows theory for efficient/effective processes: if the workspace is not well maintained it may not be realistic to expect that the work that is processed through the workspace will be efficient/effective.

GFOA is happy to now offer a unique 2-day training course designed for all public servants who are interested in providing public services better, faster, and cheaper with Lean, and who want hands-on experience to prepare them to use Lean in their own organization. The training will cover Lean tools, as well as Lean thinking so that the tools can be applied to their best effect. The first offering of this class will be at GFOA’s Chicago headquarters April 4th and 5th. Please visit the training page of www.gfoa.org for more information, or email Shayne Kavanagh at skavanagh@gfoa.org.

JARED LEVY
Health and Government Markets Manager



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Register Today For the ILCMA Winter Conference

Theme: Leadership-Innovation-Rejuvenation

During these uncertain times, leaders need to embrace creativity and innovation to revive spirit in the workplace! We think this conference will help you achieve this objective.

The Winter Conference will be held on February 20-22 in downtown Peoria and plans to be a great way to reinvigorate your career and community. We expect this year's Conference to inspire and raise your hopes for the future. As the economy continues to struggle, municipalities have already been faced with the new normal. This conference focuses on ways to rejuvenate your workplace by engaging employees, embracing creativity and innovation, and fostering a renewed spirit of leadership that can all thrive in this new environment. With keynote speakers ready to inspire us, and with dynamic sessions that will enlighten us, the Winter Conference offers new and exciting ways to innovate, motivate, and lead. Highlights include:

Keynote Speakers:

- Alison Levine: Leadership Lessons from the Ledge: Drawing on her experience as team captain of the first American Women's Everest Expedition and her history-making trek to the South Pole, Levine explains the importance of taking responsible risks and developing no-nonsense teams that can succeed in times of uncertainty. Standing on top of the mountain doesn't change anything; it's about the lessons and the journey.

- Jim Baumgartner, Caterpillar's Director of Corporate Affairs: Through his sharing of experiences from the private sector, Baumgartner will discuss how Caterpillar is thriving during these uncertain times.

- Sam Glen: Reviving Spirit in the Work Place: Reviving spirit in the workplace is about creating awareness that excellence still matters. Teamwork still works. Positive communication is a must. And, productivity and performance depend on attitude and effort now more than ever.

Sessions:

- Pre-Conference Session - ICMA University Workshop: Rapid Innovation: How to use the instability of the present to build on and create an organization capable of continuous self-renewal in the absence of a crisis.

- Women's Legacy Session

- Purchase with Power: Stretching Resources with Creative Procurement

- Weathering the Storm: Is this the right time to implement storm water utility and progressive storm water regulations for your municipality?

- Rapid Fire – Where Solutions Come as Fast as Possible

- Reinventing the Local Transportation Network

- What You Need to Know to Navigate the Municipal Elections and Build a Cohesive New Team

- The New Normal in Collective Bargaining Career Development

- Q & A for Aspiring Managers

- Navigating Ins & Outs of Your Career

- Mock Interview & Resume Review Appointments (NEW)

Social Activities:

- Welcome Reception hosted by Downstate City/County Management Association and Southwest Illinois City Management Association

- Dinner at newly opened Peoria Riverfront Museum

- IAMMA Euchre/Bags Tournament

This conference is focused on providing tangible ways to innovate, motivate, and rejuvenate the workplace, so come ready to interact and share your ideas as well. We are looking forward to seeing you in Peoria in February. Special thanks to the Winter Conference Committee members who have worked extremely hard to put together an exciting program:

Dawn Peters, Executive Director
Moses Amidei, Village Administrator, Wadsworth
Kate Andris, Management Analyst, Woodridge
Joe Breinig, Village Manager, Carol Stream
Randy Bukas, City Administrator, Flora
Barry Burton, County Administrator, Lake County
Chris Clark, Village Administrator, Cary
Mary Clumpner, Business Development/Government Affairs, Robinson Engineering
David Cook, Village Manager, Hinsdale
Greg Crowe, MSA
John DuRocher, Northwest Water Commission
Rudy Espiritu, Assistant City Manager, DeKalb
Ray Keller, Village Administrator, Gilberts
Ben McCready, Assistant to the City Manager, Rock Island
John Perry, Retired
Michael Strong, Administrative Intern, Glen Ellyn
Scott Sorrel, Assistant County Administrator, Peoria County
Patrick Urich, City Manager, Peoria

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Getting Smarter about Capital Master Planning

by Roger Kortekaas, Direct Communications Director, Mecklenburg County, NC

If the family budget has enough money for two pairs of shoes but there are three children, who gets new shoes and who keeps wearing what they have? What if there are two sets of parents for the three children, with one set responsible for buying shoes and the other set buying pants? Now let's say the aunts and uncles are responsible for buying shirts and underwear.

If you add a few zeroes to the price tag and substitute public infrastructure for the shoes and clothes, you have described the dilemma faced by Mecklenburg County, North Carolina.

As the largest municipality within Mecklenburg County, the City of Charlotte budgets to build roads, sidewalks, airports, water/sewer utilities, and transit. By state law, Mecklenburg County is responsible for funding construction of public schools, jails, courts, community colleges, as well as parks, libraries and more. While school construction is paid for by the County under the direction of the elected Board of County Commissioners, school construction decisions (what, how and where to build) are made by a separately elected Board of Education. Community college and public library facilities are governed by separate Boards of Trustees, respectively. In addition to Charlotte, Mecklenburg County also comprises six other municipalities. Despite numerous joint-use facility projects among these governments, each government has individual and independent capital investments plans and priorities. This dynamic inhibits comprehensive, community-wide prioritization and spending for public infrastructure.

With this backdrop, the Mecklenburg County submitted an application for an IBM Smarter Cities Challenge Grant to enlist IBM in identifying a smarter way to plan and invest in public infrastructure across all government jurisdictions.

A team of five IBM executives worked full-time between November 1- 19, 2010 to analyze the issue of integrating capital master planning, ultimately recommending the following course of action:

- Establish formal support for joint capital master planning among various government organizations within Mecklenburg County (county, public schools, seven municipalities)
- Expand the Charlotte Neighborhood Quality of Life Study (NQOL) county-wide. The City of Charlotte uses a multi-variant index, including property values, among others (crime rates, access to transportation, etc.) to assess neighborhood quality
- Create a Joint Master Capital Planning Coordination Committee to bring together key decision makers from across the county to prioritize capital investments
- Seek commitments to jointly fund Comprehensive Neighborhood Economic Development Plans
- Align internal capital planning schedules with a county-wide schedule
- Jointly fund any technology investments needed to enable joint capital planning, which may include modeling and other application support
- Adopt a change management plan that communicates the goals of this effort and secures support for it among employees, citizens and other stakeholders
- Potentially establish a priority for infrastructure investments that increase neighborhood property values, as a means of generating government revenue growth to fund other necessary services.

Based on these recommendations and under the direction of the

Mecklenburg Board of County Commissioners, Mecklenburg County staff secured unanimous support from the City of Charlotte and the towns of Cornelius, Davidson, Huntersville, Matthews, Mint Hill and Pineville for consolidated capital planning (along with Mecklenburg County). There is full buy-in from all the jurisdictions in Mecklenburg County and a pledge to work collaboratively in developing a joint master planning process. Additionally, all stakeholders support expanding the NQOL study county-wide as a means of establishing consistent, neighborhood-based data to make infrastructure investment decisions. This expanded study is now funded and nearing completion. Further support is provided by Mecklenburg County GIS staff, which developed an online tool to make the NQOL data accessible to the public in easy-to-use formats.

In January, 2011, Mecklenburg County adopted a new decision-making model that prioritizes all capital infrastructure projects it is responsible for funding. This includes departments and agencies operated by and under the authority of the Board of County Commissioners as well as the Charlotte-Mecklenburg Schools, Central Piedmont Community College and the Charlotte-Mecklenburg Public Library. Prior to this model, capital infrastructure projects were prioritized by each department/agency individually rather than across all organizations. In July, 2011, the new ranking criteria were applied to a list of 65 capital projects for which bond funding had been approved but not yet issued. This resulted in projects from all organizations being reviewed and prioritized as a whole (e.g. school projects were ranked along with park and recreation projects, community college projects and more).

Joint Capital Master Planning project recommendations also are being implemented within the context of strategic goals established by Mecklenburg Board of County Commissioners. These strategic goals are articulated using a balanced scorecard that is based on the Board's long-term vision for the community. One of the Board's focus areas on its balanced scorecard is "Sustainable Community," reflecting the Board's vision that the community's resources – environmental, economic and human – continue to thrive for and in future generations.

Stanley S. Litow, IBM's Vice President, Corporate Citizenship and Corporate Affairs & President, IBM International Foundation, said, "Mecklenburg County requested our help with a particularly intriguing challenge that required innovation and collaboration. IBM congratulates Mecklenburg County's leadership for pursuing this opportunity further via a community initiative to think and act differently about solutions to improve the community."

The early accomplishments from implementing IBM's recommendations provide tangible evidence that there is a better way. Multiple government organizations can plan and invest in a comprehensive and collaborative manner that supports both individual and collective goals. The challenge now is to maintain the momentum gained to sustain joint master capital planning as a key characteristic of the community's culture.



Congratulations to the following ICMA Members who were Recently Approved as ICMA Credentialed Managers

**Mell E. Smigielski, Mahomet, IL
Roy T. Witherow, Lake Zurich, IL**

The ICMA Voluntary Credentialing Program recognizes professional local government managers qualified by a combination of education and experience, adherence to high standards of integrity, and an assessed commitment to lifelong learning and professional development. Managers are recognized by ICMA through a peer review credentialing process, and this self-directed program offers an opportunity for interested ICMA members to quantify the unique expertise they bring to their communities. The program also assists ICMA members in focusing and reflecting upon their lifelong professional development experience. Members who participate in the program may earn the designation of ICMA Credentialed Manager granted by the ICMA Executive Board. ICMA Credentialed Managers are viewed with growing distinction by local governing bodies and progressive, civically engaged communities.

What Are the Benefits?

- Recognition as a professional local government manager
 - Quantification of the unique expertise you offer
 - Demonstration of adherence to high standards of integrity
 - Demonstration of commitment to lifelong learning
 - Structured and focused professional development plan
 - Peer review of professional development activities and learning
 - Eligibility for Legacy Leaders Program
 - Access to special workshops and other training for ICMA Credentialed Managers and Candidates, such as the ICMA Gettysburg and ICMA SEI Leadership Institutes
- All of us know the importance of continuous learning. ICMA's Credentialing Program gives us an easy way to focus and structure that learning, as well as become involved in coaching younger managers. As members of ICMA, we are already required by Tenet 8 of the Code of Ethics to commit to at least 40 hours of professional development every year. This program encourages you to reflect on your learning and receive feedback and recognition. Please consider beginning the process today and join your colleagues who are already credentialed.

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**CGS is pleased to welcome
Craig Rapp to the Public
Management and Training Team!**

As a former City Manager and former Director of Consulting for ICMA, Craig brings a wealth of experience and knowledge to CGS. He will lead our efforts in:

- *Effective Governance/
Board Effectiveness*
- *Strategic Planning*
- *Team Building*
- *Government Collaboration
& Shared Services Studies*

Craig Rapp
email: craig.rapp@niu.edu
office: 312.242.1754
mobile: 202.340.4114

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Voluntary Credentialing Program**

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March 12
Communicating in Crisis

**We hope to see you at one, or more, of the sessions.
Click here to register**

Celebrate the Value of Professional Management: ICMA's Annual Awards Program

Have you or a colleague made a significant difference in the quality of life for your residents, your staff, or the local government management profession? If so, plan now to share the good news about those accomplishments by nominating a person or program to ICMA's Annual Awards Program. Applications are being accepted through March 8, 2013.

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. An independent [Awards Evaluation Panel](#) of 17 U.S. and international ICMA members selects each year's award recipients.

Annual Awards Categories and Eligibility Requirements

ICMA's Annual Awards Program is divided into two categories: the Professional Awards, which recognize the individual achievements of chief administrative officers, assistant administrators, and others; and the Program Excellence Awards, which are presented to local governments and their chief administrators in recognition of their creative and successful programs. Nominations are accepted from both U.S. and International jurisdictions.

PROFESSIONAL AWARDS

ICMA Professional Awards recognize individual achievement that may have been accomplished through tenure with a number of local governments or organizations. **Professional Award Application forms are due to awards@icma.org on or before March 8, 2013.**

Nominators may nominate an individual to only one Professional Award category per year:

- **Award for Career Excellence in Honor of Mark E. Keane** recognizes an outstanding chief local government administrator who has fostered representative democracy by enhancing the effectiveness of local elected officials and by consistently initiating creative and successful programs. Eligibility: ICMA Full Membership, a minimum of 10 years of executive, senior-level service to the profession, and endorsement by a past or present elected official. This award is accompanied by a \$5,000 stipend to promote professional development of local government managers, through the generous support of [ICMA-RC](#).
- **Award for Career Development in Memory of L. P. Cookingham** recognizes an outstanding local government administrator who has made a significant contribution to the career development of new talent in professional local government management. Eligibility: ICMA Full Membership
- **Assistant Excellence in Leadership Award in Memory of Buford M. Watson, Jr.**, recognizes a local government management professional who has made significant

contributions toward excellence in leadership while serving as an assistant (regardless of title) to a chief local government administrator or department head. Eligibility: ICMA Membership and endorsement of the CAO of nominee's jurisdiction. Must be full-time assistant reporting to a chief local government administrator or department head who has been responsible for significant administrative duties for at least one year (not including internships in conjunction with an academic program).

- **Academic Award in Memory of Stephen B. Sweeney** recognizes a classroom instructor who has made a significant contribution to the formal education of students pursuing careers in local government. Eligibility: Unrestricted

PROGRAM EXCELLENCE AWARDS

ICMA Program Excellence Awards are presented to local governments and their chief administrators in recognition of their innovative and successful programs. Each Program Excellence Award category may have multiple recipients.

Awards are presented to local governments for each of three population ranges: less than 10,000, 10,000-49,999, and 50,000 and greater. Multi-participant nominations will be classified in the population range that corresponds to the population of the largest participating organization.

Any local government whose chief administrator is an ICMA Full Member is eligible to receive a Program Excellence Award. Local governments must limit their nominations to one program per category--with a maximum of four Program Excellence Award nominations per year. Each nomination must be distinct from the others. Eligible programs must have been fully implemented by **January 31, 2012. Program Excellence Award [Application forms](mailto:awards@icma.org) are due to awards@icma.org on or before March 8, 2013.**

- **Community Health and Safety Awards** recognize the local government programs or processes that demonstrate innovation, excellence, and success in the community's safety, health, and/or wellness, including enhancement in the quality of life for the disadvantaged. This category is sponsored in part in memory of Carolyn Keane, first wife of former ICMA Executive Director Mark Keane, and in memory of Bill and Alice Hansell, parents of former ICMA Executive Director Bill Hansell.
- **Community Partnership Awards** recognize the programs or processes that demonstrate innovation, excellence, and success in multi-participant involvement between or among a local government and other governmental entities, private sector businesses, individuals, or nonprofit agencies to improve the quality of life for residents or provide more efficient and effective services.
- **Community Sustainability Awards** recognize the innovative local government programs or processes that demonstrate innovation, excellence, and success in balancing that community's social, economic, environmental, and cultural needs.
- **Strategic Leadership and Governance Awards** recognize the innovative and successful local government programs or processes that have significantly affected a local government organization's culture or strategic direction.

Applications for both the [Professional Awards](#) and the [Program Excellence Awards](#) are due by March 8, 2013. Applications should be emailed to awards@icma.org. Applications should not be mailed or faxed. The Awards Evaluation Panel welcomes nominations from both our U.S. and International members.

2013 ICMA Midwest Regional Summit

WHEN

4-5 April 2013

WHERE

Radisson Blu Mall of America 2100 Killebrew Dr, Bloomington, Minnesota 55425

Announcements: Reserve your room beginning Dec 15. Registration opens December 2012. Don't miss this unique opportunity.

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.

Room Reservations

Venue Details

Hotel: Radisson Blu Mall of America

Reservations: 800-333-3333 - **Reservations open December 15.**

Room Rate: ICMA rate of \$99; *Indicate that you are attending the ICMA Midwest Regional Summit.*

Hotel Cut-off: March 13, 2013

Alternate Pricing Form (available soon) to be completed if you are registering for the workshop only or the YPLI and the Summit.

Questions about the Summit: Contact Sallie Burnett via email sburnett@icma.org or at 864-541-8678.

CONSIDER YOUR STAFF FOR THE YOUNG PROFESSIONALS LEADERSHIP INSTITUTE, APRIL 3-4, 2013.

SUMMIT TENTATIVE AGENDA

Thursday

Mid Career Managers Institute

REGIONAL SUMMIT BEGINS

- 1:30-4:30 ICMA University Workshop: TBD
- 5:30-6:30 Reception - sponsored by ICMA-RC
- 6:30-8:30 Dinner - "Celebrating the Profession"

Friday

- 7:30-8:15 Breakfast
- 8:15-10:00 Conversation with Bob O'Neill, Executive Director, ICMA
- 10:15-12:00 Regional Meeting of State Officers and Members

2013 Young Professionals Leadership Institute- Midwest Region

WHEN

3-4 April 2013

WHERE

Radisson Blu Mall of America 2100 Killebrew Dr, Bloomington, Minnesota 55425

Announcements: Reserve your room beginning Dec 15. Registration opens December 2012. Don't miss this unique opportunity.

The ICMA University presents this Institute as a special two day offering to Young Professionals, on the Wednesday afternoon and Thursday morning preceding the ICMA Summits in the Southeast, Northeast, Midwest, Mountain Plains and West Coast Regions. Content includes identification of effective management and supervision styles with Felicia Logan, a discussion with Bob O'Neill and a session on life balance in a 24/7 work world. Managers are encouraged to invite young professionals to attend this leadership institute.

Room Reservations

Hotel: Radisson Blu Mall of America

Reservations: 800-333-3333 **Reservations open December 15.**

Room Rate: ICMA rate of \$99; *Indicate that you are attending the ICMA Young Professionals Leadership Institute.*

Hotel Cut-off: March 13, 2013

Alternate Pricing Form (available soon) to be completed if you are registering for the YPLI and the Summit.

Questions about the Summit: Contact Sallie Burnett via email sburnett@icma.org or at 864-541-8678.

YPLI TENTATIVE AGENDA

Wednesday

1:00 -4:30 p.m. ICMA University Workshop

4:30-6:00 p.m. Social networking—classic style. Join your colleagues to continue networking complete with light refreshments

Dinner on your own

Thursday

8:30-10:00 Conversation with Bob O'Neill, Executive Director, ICMA

10:30 a.m.-11:30 a.m. Leading a Balanced Life

11:30 a.m. -12:00 p.m. Observations and Evaluation—Who are we now? What's our story?
What's our style?

ILCMA Joins Cal-ICMA Coaching Program

Late last year ILCMA added a new member benefit by joining the CAL-ICMA Coaching Program. This means that ILCMA members will have free access to webinars, one-to-one coaching match-ups, speed coaching, coaching call-a-thons, Career Compass advice columns, and other coaching resources.

ILCMA encourages you and members of your professional staff to participate in not only the webinars, but to take advantage of the resources available for career development!

The first webinar, scheduled for February 27 from 3:00 to 4:30pm, will feature Illinois' own Craig Rapp, as well as John Nalbandian, discussing the topic of Navigating Staff-Board Relationships. Registration information for this free event will be shared approximately two weeks prior to the webinar. A summary of all of the 2013 webinar topics appears below.

2013 Schedule for Cal-ICMA Coaching Program Webinars

As the Cal-ICMA Coaching Program enters its 10th year, we are excited about the expanding services to support the profession. In 2012, over 3000 attendees participated in the webinars, with more than 4000 attendees in the program overall. See <http://cal-icma.org/coaching>. We hope you'll join us in 2013. This notice includes important information about the six webinars scheduled for 2013. We also provide a request for presenters below. Please send your suggestions for presenters to Cal-ICMA@DonMaruska.com by Friday, January 25, 2013. Thank you!

All sessions are 1:00 - 2:30 p.m. PT, online via GoToWebinar

1. "Navigating Staff-Board Relationships—handling tough issues with elected officials" Wednesday, February 27
2. "Managing Employee Compensation—issues and options" [cosponsored with CSMFO] Wednesday, March 20
3. "Resiliency and Renewal—nurturing yourself and your organization" Wednesday, April 24
4. "Economic Development—new strategies and best practices" [cosponsored with CSMFO] Wednesday, September 11
5. "Managing Human Capital—best practices in hiring, developing, and leading talent" Thursday, October 17
6. "Key Skill Sets for the 21st Century—what's changed and how you can respond" Thursday, November 14

Notes about the Webinars

a. Serving broad audiences: Each webinar offers value for up and comers, mid-managers, and senior managers.

b. Welcoming your suggestions for outstanding presenters: We invite your suggestions for presenters. Typically, each webinar includes engaging presentations from three leaders in the field sharing a diversity of perspectives, best practices, and concrete resources. Please send any suggestions (including their contact information) by Friday, January 25, to Cal-ICMA@DonMaruska.com.

c. Supporting individual and organizational success: We encourage organizations to form groups to attend the webinars (live or recorded). The agenda for each webinar includes suggested post-webinar discussion questions.

d. Providing detailed Agendas for each webinar (including specific topics and presenters): These are available 2 weeks in advance of each webinar. You'll find them at the "Live Audio & Archives" tab of <http://cal-icma.org/coaching>.

e. Registering in advance for each webinar: Each webinar requires its own advance registration. Notices with agenda information and registration details become available 2 weeks in advance of each webinar. The easiest way to receive notices automatically is through the complimentary email list. Sign up at <http://cal-icma.org/coachingList>.

f. Offering additional resources to support your career success: Be sure to visit <http://cal-icma.org/coaching> for a wide range of resources, including information about 1-1 coaching with volunteer coaches, Career Compass columns, and other resources.

Enjoy the resources to support your success in local government. Don Maruska, Master Certified Coach
Director, Cal-ICMA Coaching Program
See "Coaching Corner" at <http://cal-icma.org/coaching>



continued from page 4

- Preserved natural areas are enhanced
- Native landscape areas are permitted under the U.S. Army Corps of Engineers, county agency, or municipality.

Monitoring includes:

- Floristic surveys
- Vegetation establishment
- Wildlife observations
- Soil erosion observations
- Periodic site visits and reporting of site conditions
- Reporting of maintenance activities and evaluation of performance criteria to evaluate progress
- Provide recommendations to client on deficiencies and remediation.

Maintenance includes:

- Provide services for remediation activities: herbicide application, mowing, weed control, debris pick-up, supplemental seeding and controlled prescribed burns
- Provide coordination between landscape contractors and the owner

Regulatory Compliance:

Near the conclusion of the maintenance and monitoring period, the consultant will prepare final reports and arrange meetings with the regulatory agency to discuss and obtain final project sign-off.



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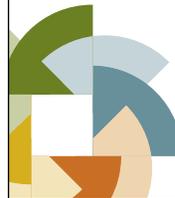


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Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

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.)

Doug Elder
delder54@comcast.net
Cell: 309-262-8654

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

Cathy-Ann Romero
cathyromero@comcast.net
847-705-4942
Cell: 847-732-4942

Sue McLaughlin
imanagectz@yahoo.com
217-254-2741

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

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

David Strohl
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309-266-7135
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City of Burnsville, MN, City Manager

Burnsville, Minnesota (population 60,306) is seeking an innovative leader to become its next City Manager. Burnsville is located 15 miles south of downtown Minneapolis in Dakota County. It is a multi-dimensional community with a strong residential, commercial, and industrial tax base with highly acclaimed recreational amenities. Burnsville has a Plan B form of government and the position reports to a Mayor and four Councilmembers. The City Manager is responsible for an \$80 million budget and over 270 regular full and part time employees. Qualifications: BA in public or business administration or related field and a minimum of seven to ten years of experience in a high-level management position; preferably in municipal government. Master's degree is preferred. Knowledge of principles and practices of public administration required. Experience in financial management, development/redevelopment, strategic planning, community engagement, building partnerships, and municipal collaborations desired. Qualities desired include an open and participatory leadership style, empowering staff, consensus builder, strong communicator and a team builder. Salary range is \$135,000 to \$151,000. Starting salary negotiable. Position profile available at www.springsted.com. Send resume, cover letter, salary history and four work-related references to David Unmacht, Springsted Incorporated, 380 Jackson Street, Suite 300, St. Paul, MN 55101 or to burnsville@springsted.com. Position open until filled; review of resumes begins February 15, 2013.

Village of Clarendon Hills, Accountant

The Village of Clarendon Hills, population 8,572, seeks candidates for the position of Accountant.

The Village's Accountant is responsible for maintaining the Village's financial records in a variety of areas in accordance with Generally Accepted Accounting Practices. The Accountant oversees many routine accounting responsibilities under the direction of the Finance Director, including accounts receivable, accounts payable, utility billing and cash receipting. The Accountant is responsible for payroll and maintaining the Village's insurance programs. The Accountant plays a significant role with the annual budget and audit process.

An ideal candidate would have strong analytical skills and be knowledgeable of accounting practices and principles. A Bachelor's Degree in accounting or related field, or an equivalent combination of training and experience, is required. A CPA or advanced applicable degree is required. Candidates are expected to have at least five years of local government accounting experience, with a preference for municipal accounting experience.

This is an exempt position, working 40 hours per week. Pay range is \$53,020 to \$70,214, DOQ. Benefits include participation in the Illinois Municipal Retirement Fund, health insurance, and paid holidays vacation, and sick leave. The Village is an Equal Opportunity Employer.

To Apply

If you are interested in applying for this opportunity, please submit a cover letter and resume to Assistant to the Village Manager Christina Burns at cburns@clarendonhills.us. First consideration of resumes will be February 8.

To view a complete job description, visit the Village's website at www.clarendonhills.us/employment.cfm. The Village of Clarendon Hills is an equal opportunity employer.

Village of Northbrook, Management Analyst, Department of Development & Planning Services

The Village of Northbrook has an immediate opening for a Management Analyst to serve in the Village's Department of Development & Planning Services. If you are committed to improving our community, helping our citizens and ensuring the efficient delivery of essential municipal services, please consider applying for this important position. The Management Analyst will play an instrumental role in the department by conducting studies and managing projects such as establishing key performance indicators and benchmarks for Department activities, maintaining the Department website and other communications outlets, implementing a new Village-wide ERP software system and participating in the annual budget process.

The successful candidate should possess a minimum of a bachelor's degree in public or business administration or related field with a master's degree preferred and have a minimum of one year of professional experience. The Management Analyst position has a starting salary of up to \$54,000 per year, plus an excellent benefits package.

The position will be open until filled, however submittal by February 8, 2013 is encouraged. The application form can be found at www.northbrook.il.us. Qualified individuals interested in being considered for the position should send a cover letter, resume and application form to: Village of Northbrook, Human Resources Manager, 1225 Cedar Lane, Northbrook, IL 60062 or email at hr@northbrook.il.us with Management Analyst in the subject field.

West Suburban Consolidated Dispatch Center, Executive Director

The West Suburban Consolidated Dispatch Center (WSCDC), River Forest, Illinois, is seeking a highly qualified individual to fill the position of Executive Director. The WSCDC provides E911 Police, Fire and EMS dispatching to Elmwood Park, Oak Park and River Forest, which has a residential service population of approximately 88,000 people and an area of 9.09 square miles. The Executive Director's responsibilities include directing the staff of 30 and activities of the 9-1-1 center, including budget implementation and management, training, financial accounting, and long range financial planning; 9-1-1 system design, maintenance and upgrade, including telecommunication equipment, the Computer Aided Dispatch (CAD) software, hardware and feeder data systems that present criminal justice data to the CAD terminals to facilitate appropriate dispatch decision-making by the PSAP dispatchers, and the Master Street Address Guide (MSAG) 9-1-1 emergency response database; and compliance with State and Federal regulations regarding 9-1-1 system, PSAP and backup PSAP operations. Candidates should have comprehensive knowledge of the principles and practice of government management, State and Federal regulations pertaining to 9-1-1 systems, and 9-1-1 system design and equipment. The Executive Director is an employee of the WSCDC and reports to the WSCDC Board of Directors. The WSCDC offers an extensive package of employee benefits including: medical and dental insurance, sick leave, vacation benefits, holiday benefits, the Illinois Municipal Retirement Fund,

and employee assistance program. Salary range is \$110,000-\$115,000+/- DOQ plus an automobile allowance. Candidates should possess a bachelor's degree in Business Administration, Communications, Public Administration or other Public Safety related field. Candidates should also have seven to ten years experience in a manager or leadership position or an equivalent combination of experience and training which provides the requisite skills and abilities to perform as the Executive Director. A history of strong leadership, management, oral and written communication skills is essential. Submit cover letter and resume with salary history and five references by February 4, 2013 via our online application system www.VoorheesAssociates.com/current-positions. Electronic Submission preferred. Michael Hosking and Lee McCann, Vice Presidents, Voorhees Associates LLC, 500 Lake Cook Road, Suite 350, Deerfield, Illinois 60015 TEL: 1-847-580-4246.

Village of Wheeling, Director of Economic Development

Wheeling, IL (37,648)

Director of Economic Development

Starting Salary: \$80K-\$100K + excellent benefits

Located 7 miles north of O'Hare International Airport, northwest Chicago suburb seeks applicants for the position of Director of Economic Development to plan, organize, direct and coordinate economic development activities.

The Director of Economic Development coordinates and administers the Village's Economic Development program, which includes revitalization and redevelopment; industrial and commercial retention and attraction; and overall enhancement of the economic viability of the community. The Director works closely with the Village Manager in the performance of his or her duties, and works with private businesses, public agencies and developers.

A strong customer/citizen service orientation to the public is a must with the ability to interact positively with the Village Manager, Elected Officials, other staff, developers, private business and the public. Requires bachelor's degree in community development, planning, public administration or related field plus 5-7 years experience (including supervisory) with heavy exposure to economic development activities including TIF districts, or an equivalent combination of related experience and education. Master's Degree preferred.

Send resume plus cover letter summarizing qualifications to Director of Human Resources, Village of Wheeling, 2 Community Boulevard, Wheeling, IL 60090. Position is open until filled. For additional information, visit the Village's website at www.wheelingil.gov. EOE

City of Rock Island, Public Works Director

The City of Rock Island is recruiting for an experienced Public Works Director to supervise and manage the Public Works Department. Rock Island has a population of 39,684 residents and is located in western Illinois along the Mississippi River. Rock Island, Moline, and East Moline in Illinois and Davenport and Bettendorf, Iowa make up the metro area called the "Quad Cities" with a population of 436,672.

This is highly responsible professional, administrative and managerial work directing the activities of the Public Works Department. Work involves responsibility for planning, directing, administering, and supervising all programs and activities of the department, including street maintenance, sanitation, fleet maintenance, storm and sanitary sewer system maintenance, water treatment and water reclamation plant operations, water distribution system, marina operations, parking enforcement, and engineering and construction projects. Supervision is exercised over professional, administrative, supervisory, technical, and clerical personnel. Work is performed under the administrative direction of the City Manager who reviews work through conferences and administrative reports for overall program effectiveness. Graduation from a college or university with a bachelor's degree in civil engineering or a master's degree in public administration or related field; thorough experience in public works operations including water and wastewater plant operations, including considerable experience in a supervisory or managerial capacity; or any equivalent combination of training and experience.

The salary range is \$65,046 - \$100,906. The City offers an excellent fringe benefit package which includes pension, major medical, paid leave, tuition reimbursement, car allowance, health club membership and also contributes 5 percent of salary to ICMA's 457-deferred compensation plan. Possession of valid Class D Illinois vehicle operator's license or an equivalent license issued by the employee's state of residence. Selected candidate must reside in the City of Rock Island within one (1) year of hire date. Must pass a physical, background check and substance screening. In order to be considered for the position you must apply online at www.rigov.org. Applications will be accepted continuously. EOE

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