

City/County Management IN ILLINOIS

Volume 11 No. 10

Strengthening the quality
of local governance through
professional management

JUNE
2016



In this issue

- President's Article 2
- Who's Who/New Members 3
- Legacy Project Honors 4
- Corporate Partner Spotlights 6
- IML Managers Monthly Column 10
- ICMA Conference 13
- Senior Advisor Column 17
- ICMA Coaching Program 18
- Managers in Transition 20
- ILCMA/WCMA Summer Conf. 22
- Legacy Project 24
- IL Dept. of Revenue Workshops 25
- Downstate City/County Management Association Summer Meeting 26
- Job Mart 29



Calendar of Events

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

June 1
Legacy Luncheon
Woodridge, IL

June 2
SWICMA Luncheon
Collinsville, IL

June 22 – 24
ILCMA/WCMA Joint Summer Conference
The Abbey on Lake Geneva,
Fontana, WI

July 7
SWICMA Luncheon
Trenton, IL

July 6
Legacy Brown Bag Luncheon
Geneva, IL

August 3
Legacy Brown Bag Luncheon
Arlington Heights, IL

August 11-12
Summer Downstate Meeting
Effingham, IL

September 7
Legacy Brown Bag Luncheon
Woodridge, IL

September 22-24
IML Annual Conference
Chicago, IL

September 25-28
ICMA Conference
Kansas City, MO

Membership Dues Notices

Membership dues notices will be arriving in your mailboxes in the near future. The Secretariat's office hopes to have new directories out to members by mid-September. Your timely response in returning your dues is much appreciated and will facilitate us meeting this goal.

Thank you for your support and the opportunity to serve you!

DISCLAIMER. Statements or expressions of opinions appearing herein are those of the authors and not necessarily those of the Association or its editor. The publication of any advertisement is not to be construed as an endorsement of the product or service offered.

President's Column

One year=12 months, or 365 days, or 8760 hours, or my high school Junior becomes a Senior.....No matter how you quantify one year, I find that as I get older the year goes by faster! AS ILCMA President I set goals to be the best President I could be, while also balancing my work responsibilities and home life during this year. I really took this commitment seriously, and I couldn't have done any of this without the support of my boss Kevin, my fellow colleagues and of course our OUTSTANDING Executive Director Dawn Peters.

ILCMA is an extremely strong organization so leading it isn't difficult. The strength is in its members and the volunteer time our members contribute to serve as committee chairs and active participants. Thank you to all our Board members, committee chairs and members and our fabulous Senior Advisors. I strongly encourage all of you to volunteer and get involved if you haven't already, or to get involved again. I was encouraged to serve on the ILCMA Board (which I take as a great compliment) and have never regretted the experience. I am honored that my fellow colleagues trust me to lead this great organization and thank you for your support this past year. Wishing President-Elect Mike Baker the best of luck next year and I know I am leaving the organization in the leadership of a respected leader.

If you are still reading this article.....here is a little bonus tip for you. At our May Board meeting, ILCMA accepted the Midwest "challenge" to provide travel scholarships to attend the ICMA conference. These will be decided by a lottery, and all you have to do is send a brief statement to Dawn (see article on page 15 for all the specifics). Five scholarships will go to first-time attendees and five will go to returning attendees so it is a great opportunity for all ILCMA members (also ICMA to qualify) to enter to receive a scholarship for the conference. I encourage you to apply and hope to see you in Lake Geneva this month at our joint summer conference. Enjoy your summer-it will go by fast!

Important Notice

No Newsletter in July

Due to the ILCMA Summer Conference, City/County Management in Illinois will not be published in July. August 1 is the next publication date. Articles for that newsletter will be due to the Secretariat by July 10, 2016. A job supplement will be forthcoming in July so continue to send in your job ads.



www.leopardo.com



Leigh McMillen

Vice President

847.783.3816

lamccmillen@leopardo.com

ComEd

An Exelon Company

powering lives



W.B. OLSON, INC.

The Construction People

www.wbo.com

Who's Who Directory Update

Kyle Kordell has been promoted to assistant to the village manager/deputy village clerk in the village of Lake Zurich. He was formerly the management analyst.

Life, Well Run Student Photo Contest



Please remind our State Association partners and your favorite students that The Life, Well Run student photo contest is on. Deadline is July 15.

Graduate or undergraduate college students are eligible and they can send one or more photos that show us how professional local government impacts your community in a positive way. Our panel of judges will select 12 winning photos (for our calendar) and 3 finalists who get to head to the ICMA Annual Conference in Kansas City for networking, professional development, and barbecue! Details available [here](http://lifewellrun.org/career-resources/student-contest/).

<http://lifewellrun.org/career-resources/student-contest/>

Welcome New Members!

Travis Billings

John Calzaretta, CEO, In Our Community

Patrick DeGrave, Village Administrator, Village of Roscoe

Ashley Eccles, Management Analyst, Village of Hawthorn Woods

Austin Edmondson, City Administrator, City of Minonk

Annette Ernst, Village Administrator, Village of Coal Valley

Joseph Hackney, City Administration Intern/Graduate Student, Eastern Illinois University

Michael Hemmer, Village Administrator, Village of New Baden

Susie Jaynes, IML Risk Management Association
Andrew Kida

Jason Krueger, CP, GISP, Ayres Associates

Eric Little, IML Risk Management Association

Cynthia Parchert, retired

Dan Peck, Tria Architecture

Katarzyn Thake, Assistant Village Attorney, Village of Niles

Jennifer Witte, Ayres Associates

PARAMEDIC SERVICES
of Illinois, Inc.

A LEADING PROVIDER OF
CONTRACTURAL PARAMEDIC
&
AMBULANCE BILLING SERVICES

9815 W. LAWRENCE AVE.
SCHILLER PARK, IL 60176
PHONE: (847) 678-4900
FAX: (847) 678-2854

www.paramedicservices.com

With more than 70 municipal clients in the state, **Gallagher Benefit Services** will consult with your entity on the following:

- » Medical
- » Vision, Dental, Life
- » Other voluntary benefits
- » Long-Term Care

- » Flexible Spending Accounts
- » Healthcare Reform
- » Compliance
- » Property & Casualty

- » Workers Compensation
- » Municipal Retirement/Executive Consulting
- » Cooperative Purchasing
- » HR Consulting

Gregg R. Aleman
Area Senior Vice President
630.285.3637
gregg_aleman@ajg.com

Erin N. Duffy
Account Executive
630.285.4439
erin_duffy@ajg.com

Gallagher Benefit Services, Inc.
thinking ahead

TANYA M. ROCCHIO
MANAGING DIRECTOR
BUSINESS DEVELOPMENT

ICMA Retirement Corporation
777 North Capitol Street, NE
Washington, DC 20002

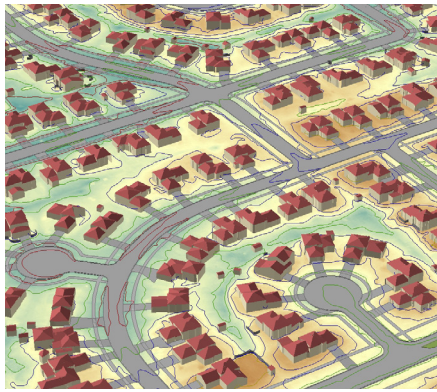
Toll Free: 1-866-792-3194
F: 740-927-8427
trocchio@icmarc.org
Internet: <http://www.icmarc.org>
Client Services: 1-800-669-7400

Designing Customized Financial Solutions
for Outstanding Communities.

EHLERS
LEADERS IN PUBLIC FINANCE

www.ehlers-inc.com

60 YEARS
Strengthening Communities Together



Serving all
your **geospatial
mapping** needs.

- GIS
- Aerial Photography
- LiDAR
- Land Survey

**AYRES
ASSOCIATES**

800.800.5191
www.AyresAssociates.com

Legacy Project Honors Anne Marie Gaura and Anne Marrin

At the 5th Annual Women's Legacy Conference in May, the Legacy Project honored Anne Marie Gaura, City Manager, DeKalb, and Anne Marrin, Village Administrator, Fox Lake.

Annually, the Legacy Project recognizes an outstanding member for their contribution to the organization and for their efforts for empowering women in local government. This year the Legacy Project recognized founding member and the organization's first President, Anne Marie Gaura, with the Legacy Project Award. Under Anne Marie's leadership the organization grew from an idea to just over 200 members strong. With the new term year, Anne Marie is leaving the Legacy Project Board, and her influence on the organization will be reflected for years to come.

The Legacy Project also recognized Anne Marrin with the Leader of Distinction Award for her extraordinary leadership and exceptional service to her community. Throughout her career, and especially over the last year in Fox Lake, Anne has displayed integrity and leadership, and serves as an inspiration to everyone working in local government.

The Women's Legacy Conference was held on May 20 and had close to 200 registrants. At the event, the 2016-2017 Legacy Project Board was also confirmed. The Legacy Project Board for 2016-2017 is as follows:

- Jennifer McMahon, City of St. Charles, President
- Robin Ellis, Village of New Lenox, President-Elect
- Stephanie Dawkins, City of Geneva, Secretary
- Kimberly Richardson, City of Evanston, Treasurer
- Nancy Hill, Village of Itasca, Past-President
- Denise Burchard, NIU, Director-at-Large
- Robin Weaver, ICMA, Director-at-Large
- Paula Schumacher, Village of Bartlett, Director-at-Large
- Jessica Spencer, Village of Westchester, Director-at-Large



Anne Marrin was honored with The Legacy Project Leader of Distinction Award. She also served as the luncheon keynote speaker.



The 2016-17 Legacy Project Board (front row: Stephanie Dawkins, Robin Weaver, and Kimberly Richardson; middle row: Nancy Hill, Paula Schumacher, Denise Burchard, and Anne Marie Gaura; top row: Dawn Peters, Robin Ellis, Jennifer McMahon and Jessica Spencer)




Anne Marie Gaura was the recipient of The Legacy Project Award. She was the force behind The Legacy Project and its first president.

BKV
GROUP

Architecture
Interior Design
Landscape Architecture
Engineering



*Enriching Lives and
Strengthening Communities*



www.bkvgroup.com p:312.279.0470

 **NORTHERN ILLINOIS UNIVERSITY**
**Center for
Governmental Studies**
Outreach, Engagement, and Information Technologies

**BUILDING
STRONGER REGIONS
THROUGH
INNOVATION
AND
COLLABORATION**

SERVICES TO LOCAL GOVERNMENT:
Strategic planning
Comprehensive survey research
Community and economic development
Demographics and mapping
Economic impact analyses
Professional development
Digital financial reporting

Contact:
Dawn S. Peters
Assistant Director
Public Management and Training
815.753.0923
dpeters@niu.edu

www.cgs.niu.edu

listen.DESIGN.deliver



DLR Group
Architecture Engineering Planning Interiors

Jake Davis, AIA, LEED AP
333 West Wacker Drive | Suite 400 | Chicago, IL 60606
jdavis@dlrgroup.com | 312/780-1020 | dlrgroup.com

Your
Partner In
Service



**MUNICIPAL MANAGEMENT
SERVICES**

Ph.(630)530-2991


HRGreen

transportation
water
governmental services
senior living
energy
land development

Phone **800.728.7805**
HRGreen.com

Aurora | Evanston | McHenry | New Lenox | Rockford | Yorkville

design + construct + own + operate

SIEMENS

Becky Werra, LEED® AP

Energy and Environmental Solutions
Becky.Werra@Siemens.com • (847) 493-7764

Siemens Industry, Inc. • Building Technologies Division
usa.siemens.com/buildingtechnologies

855.68GovHR
855.684.6847

 **GovHR USA**
Voorhees Associates GovTempsUSA

WWW.GOVHRUSA.COM

Heidi Voorhees & Joellen Cademartori Earl
Co-Owners

- ★ Recruitment
- ★ Interim Staffing
- ★ Management Consulting
- ★ Professional Development
- ★ Human Resources Consulting

 **VOORHEES ASSOCIATES inc.**
LEADERSHIP IN PUBLIC MANAGEMENT

**COMBINED
TO
SERVE YOU**

 **GOVTEMPSUSA**

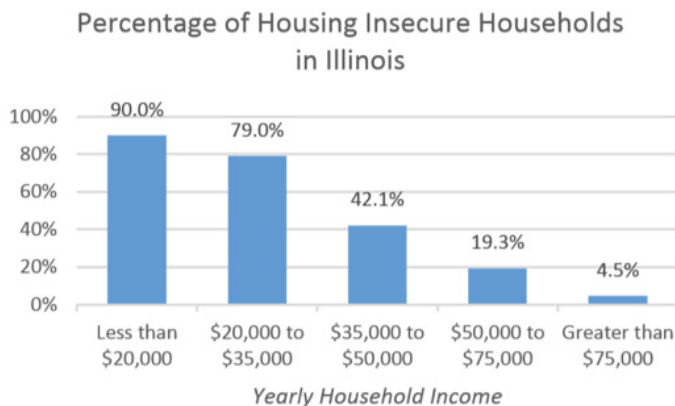
Corporate Partner Spotlight

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.

The State of Housing in Illinois

By Craig Carter, AIA; Michael Cody, AIA; Elizabeth Hegberg

Municipalities across Illinois are facing a major shortfall in rental housing, resulting in difficult financial choices for residents. The percentage of American households who spend more than 30% of their income on housing has been steadily rising, and it now encompasses almost half of the total workforce. Economists define this as housing insecurity. By analyzing public housing policy, economists concluded that families struggle when their housing costs exceed 30% of their income. Even traditional middle class professionals such as teachers, nurses, cops, and firefighters are now frequently found among the ranks of the housing insecure. Based on state-by-state numbers compiled by Harvard's Joint Center for Housing Studies, 48.3% of Illinois' renter-occupied households spend more than 30% of their income on housing.



Virtually any city that is a large employment center has a massive housing shortage. Any new housing development at any price point will provide relief to the situation, but the greatest need is for income-restricted housing and lower-end market-rate units. Unfortunately, many developers find that today's financing costs, construction costs, and upfront development costs are so high that each apartment must rent for luxury prices in order to make the project feasible. If more units are going to be offered at lower price points, the developer's average cost per unit needs to decrease significantly.

While state and federal governments can contribute in certain ways, local government wields the best weapons for combatting housing insecurity and has the power to make meaningful progress. To continue to support all members of the community, municipalities should actively consider steps to encourage new development. There are many strategies that municipalities can use in the short or long term to affect the average cost per unit in their community:

Adjust regulations and policies:

- To increase unit counts in new developments, adjust zoning to reduce required parking, increase floor area ratios, shrink setbacks, and eliminate minimum unit size and minimum-land-area provisions
- To reduce NIMBYs, focus zoning relaxations along major roadways, in existing multifamily areas, and near transit
- Reduce timeframes for permitting and entitlement review to increase a development's speed to market
- Reduce permitting fees and impact fees for projects offering affordable or workforce units
- Allow coach homes or garage apartments to achieve more density without tarnishing neighborhood character
- Adopt the newest model code and avoid making amendments that can trip up designers and contractors
- Ordinances requiring affordable units in all new developments should be phased in slowly over time

Marketing:

- Conduct a fresh market assessment and distribute it to developers to increase confidence in market conditions
- Advertise city-owned property for development
- Encourage local developers to build workforce housing as they are already committed to the success of the community and will value being included
- Court national developers who are experienced with large projects and have dependable financing

Contribute financially:

- To make borderline projects financially palatable, use TIF financing liberally and without major hurdles
- Create a local Housing Redevelopment Authority to focus on local projects with more flexibility and less red tape
- Join a Land Bank and aggressively acquire properties that you have identified as potential redevelopments
- To kickstart a revitalization effort, consider having the municipality itself act as the developer

Invest in your community:

- Improve mass transit to make your community more appealing to renters (and thus developers)
- Rigorously enforce your Property Maintenance Ordinance to restore the appearance of nuisance properties
- Invest in parks, trails, schools, public safety, downtown development, streetscaping, business beautification, and cultural activities to build a sense of community and give developers confidence in the future of the city
- Make sure water, sewer, stormwater, and streets infrastructure can support new development

For a more complete explanation of these strategies, to see our dataset, or to receive a PDF of our expanded whitepaper, please email ccarter@bkgvgroup.com.

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.

Building Better Fleets

By Steve Bloom, President, Enterprise Fleet Management

Organizations from coast to coast face intense pressure to deliver top notch community services with increasingly fewer resources. It is imperative for leaders of these organizations to find creative ways to reduce overhead costs, while still maintaining high standards for quality. Finding the best ways to stretch a budget always poses a challenge, but in some cases, outsourcing functions like fleet management can simultaneously reduce costs and enhance operations.

At home to nearly 10 percent of Wilmington's population, the Wilmington Housing Authority (WHA) in Delaware focuses its resources on developing and maintaining safe, decent, and affordable housing for low income families. The WHA is the largest direct provider of affordable housing opportunities in the state, responsible for managing nearly 2,000 units of public, tax credit, and market rate housing. It also administers nearly 1,900 housing choice vouchers.

With locations across the city, the WHA's fleet is a critical part of its operation. The agency provides its maintenance and management teams with vehicles to help them reliably and quickly get to each building for service calls and other agency needs. However, years of budget constraints led to a fleet of vehicles that were not replaced regularly. Many vehicles were more than 10 years old and required frequent maintenance.

WHA Executive Director Frederick Purnell knew updating the fleet was essential, but replacing more than three dozen vehicles in a short period would be a costly upfront expense. Over the years, federal funding for housing authorities has decreased, and the federal government has limited how housing authorities can use funds to purchase vehicles. The WHA challenged itself to find a solution that could affordably incorporate new vehicles into its fleet and reduce its overall fleet expenses without hindering employees from servicing the agency's buildings.

After sending out a call for proposals, the WHA found its answer in a partnership with Enterprise Fleet Management, a full-service fleet management company with offices throughout North America. Over the next five years, the WHA expects to reduce its fleet from 44 to 38 vehicles and save an average of more than \$25,000 per year in operating expenses. The plan helps the WHA manage its fleet costs in a way that enables the agency to acquire new vehicles sooner, so it can start to realize savings faster.



Enterprise Fleet Management is providing the WHA with 38 cargo vans, pickup trucks, and midsize sedans. Enterprise analyzed WHA's needs to determine the appropriate mix of vehicles and to help identify ways to manage its fleet more efficiently. The new strategy includes downsizing the fleet and introducing several different vehicle models that will be phased into the fleet over the next four years. The new vehicles have better fuel economy, lower emissions and require less maintenance, which contribute to cost savings for the WHA.

"With this updated fleet, we can more reliably service the buildings we manage, while at the same time significantly reduce our fleet costs and carbon footprint – it's a win-win for everyone," says Purnell. "This is just as much an investment in our residents and the city as it is in our own operations."

Enterprise provides regular maintenance, vehicle registration, use reporting and a fuel card program that automatically monitors fuel purchases and miles for each vehicle. The company also uses local businesses to provide routine service and delivery of the vehicles. Once the vehicles have reached the optimum point in their lifecycle, Enterprise will auction and resell some of the vehicles on behalf of the WHA. The WHA will also present the opportunity for residents to purchase some of the vehicles that are no longer actively part of the fleet.

By trusting these processes to a third party fleet management company, the WHA is limiting its costs and reinvesting in a critical part of how it operates. But an aging fleet, rising maintenance costs, and a limited budget are

continued on page 11

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.

Are Higher Insurance Limits Always Better?

By Les Peach, The Horton Group

Having more Uninsured/Underinsured (UM/UIM) coverage than you need can lead to significant, unnecessary costs for your municipality.

As if learning that an employee was involved in an accident on company time isn't alarming enough, what happens when you find out the at-fault driver does not have coverage or is underinsured? While most states require drivers to maintain auto insurance, according to a recent study by the Insurance Research Council (IRC), one in eight motorists are uninsured.

Need for UM/UIM coverage

UM/UIM insurance can provide additional coverage to an employee if he or she is injured in an auto accident and the other driver is at fault but has no coverage or insufficient coverage.

Most entities believe they should purchase the highest UM/UIM coverage limit. However, purchasing more insurance can lead to unnecessary additional costs for a municipality. For starters, higher UM/UIM coverage requires an additional premium which increases the cost of your insurance. The cost varies by carrier but is typically in the range of \$15 to \$40 per vehicle.

Minimum required UM/UIM coverage

The minimum UM/UIM coverage required to be carried in Illinois is \$40,000. If you're providing more than \$40,000 in coverage, you are providing a benefit and coverage that you are not legally required to provide.

Significantly higher costs

UM/UIM claims have increased in recent years.

The impact for an employer that provides higher limits can be increased premiums for years to come. In addition, there can be hefty sum-out-of-pocket costs to cover the deductible in the year of loss.

Let's say an Illinois, an employer has \$1 million in UM/UIM coverage with a \$250,000 deductible. An employee is severely injured in an accident with an uninsured motorist. In this situation, if the carrier cuts a check for \$1,000,000 to the employee, the employer cuts a check for \$250,000 to the carrier. The next year at renewal, the accident adversely affects the employer's loss history, resulting in a substantial increase in the employer's premium.

Insurance / Risk Advisory / Employee Benefits

HORTON

Michael E Wojcik, MBA, CFP®, CLU
Senior Vice President

10320 Orland Parkway
Orland Park, IL 60467

www.thehortongroup.com

Phone 708.845.3126

Cell 708.650.1557

Fax 708.845.4126

mike.wojcik@thehortongroup.com

Consider the same situation if the employer instead has the required \$40,000 UM/UIM minimum coverage with a \$250,000 deductible. This time, after the accident occurs, the carrier cuts a check for \$40,000 to the employee and the employer cuts a check for \$40,000 to the carrier. The carrier has to take only a \$40,000 loss into account and this has a minimal effect on the renewal premium.

The increased costs of being over insured can be significant. A large UM/UIM claim can adversely affect the loss experience of a municipality, which can trigger an increase in the overall premium. Since the premium for UM/UIM is a small part of the overall premium, underwriters have no choice but to increase the premium on the other lines of coverage.

What about Worker's Compensation?

If the employee is working at the time of the accident, he or she is also eligible for Worker's Compensation coverage. In Illinois, the carrier cannot automatically reduce the Worker's Compensation benefits by the amount of the UM/UIM claim. Worker's Compensation coverage will pay lost wages and medical expenses. UM/UIM coverage is broader in that it includes, for example, "pain and suffering" and "loss of consortium".

When higher UM/UIM coverage may be advisable

If you provide municipal owned vehicles to your employees for personal use and they will be driving with family members or friends in the vehicles, there may be a need for you to have higher UM/UIM coverage.

Why do carriers offer more insurance than you may need? Insurance carriers are required to offer the full primary limits, typically a \$1 million limit. If you, as the insured, choose to carry a limit less than the full primary limit, you

continued on page 11

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.

Understanding the Code Maze

By Richard A. Piccolo, President / Master Code Professional
Building, zoning, property maintenance, plumbing, state codes, throw in some federal requirements and add some local amendments and the code maze can be very confusing. I receive telephone calls weekly asking the difference between codes, which are mandatory, which can be amended and how are they adopted.

Let's take some time and explain each and what is regulated. The zoning code regulates the type of occupancies, which are allowed in certain areas of your municipality. I like to say this prevents the torpedo factory from being constructed next to the day care center. This code has to be locally adopted and each municipality has a different set of criteria. The districts are typically laid out in your master plan.

The content of this code is entirely up to the wishes of the Board when it is adopted.

State laws are written which allow the promulgation of a set of administrative rules. The Illinois Plumbing Code and the Illinois Accessibility are prepared in this manner. They are both minimum codes. The Illinois Accessibility Code can be made stricter without State approval. The Plumbing Code requires a form to be submitted with proposed local amendments to the Department of Public Health so they can be reviewed and approved. The amendments can be stricter but not less strict.

The Plumbing Code was updated in May of 2014. The Accessibility Code is currently being updated and revised by a State committee.

The Illinois Energy Conservation Act adopts the current (2015) International Energy Conservation Code. The state law has amendments to the model code. The law has provisions, which make this code unamendable at the local level.

The state codes are mandatory and do not have to be locally adopted to be enforced. I recommend a municipality add it to their list of adopted code. This allows an out of state design team to see all the codes that would be applicable. The municipality can adopt any other building related codes. These codes can be amended when they are adopted. The Capital Development Board has to be notified when local codes are adopted or changed. There is a form on their web sites, which has to be completed.

The range of International Code Council codes, which can be adopted, are:



Building & Fire Construction Codes
2420 Vantage Drive | Elgin, IL 60124

Richard A. Piccolo
President
Master Code Professional

Website: Constructioncodes.com

Phone (847) 428-7010 | Fax (847) 428-3151 | Email rpiccolo@bfccs.org

Building code regulates the construction of the building including type of construction, size, height, and fire protection. They include Industrial, commercial and multi-family residential.

Mechanical and fuel gas codes regulates the HVAC, heating, cooling kitchen hoods and other mechanical systems. Fire code has the requirements for existing building but also has the requirements for hazardous materials and processes, which are conducted inside of a building.

Existing building code has the requirements when an existing building is renovated, changes occupancy or has an addition. It has a separate section for Historic Buildings. Residential code has the requirements for single-family homes, duplexes and townhomes. This is used for new construction, renovation or additions. This code has sections for mechanical, electric and plumbing. The mechanical and electric are based solely on the systems and equipment typically in a single family home. The Plumbing Chapters have to be deleted because they conflict with the Illinois Plumbing.

Solar energy code has the requirements for solar panels and other renewable energy sources. This is a relatively new document and is not broadly adopted.

National Electric Code (NEC) provides the requirements for the electric systems. This code is published by the National Fire Protection Association. They also publish numerous other fire and process related standards. They do not have to be adopted because they are referenced through the other adopted codes.

The last code is the property maintenance code. This code provides the maintenance requirements for the existing building structures. It applies to both residential and non-residential buildings.

Most of these model codes and standards are updated on a three rotation. This requires your adopted codes to be reviewed on a 3 to 4 year cycle.

IML Managers Monthly Column

Beautification As An Economic Development Tool

By Tim Gleason, City Manager (Decatur, IL)

In this day and age of declining government revenues, tight budgets and escalating costs, you might not think of targeting the installation of new trees, sidewalks, or public art as a way to turn things around economically.

Yet that's exactly what is happening in downtown Decatur, where the city's multi-year \$14 million Downtown Streetscape Project was completed recently, a public capital improvements project designed to bring a new look, feel, and energy to the city's Central Business District. The three-phased plan added new landscaping, lighting, sidewalks, recreational opportunities, and other amenities to Downtown Decatur. Perhaps more importantly, it has already spurred a successful return of the city's downtown following years of struggle in the form of new businesses and jobs, entertainment options, and the creation of a "new" downtown that is now a destination for both local residents and visitors alike.

So how did it happen, especially at a time when deep budget cuts were front-page news, and where the downward revenue trend was steep? In short, it has been a lesson in the importance of developing partnerships with government and private industry when possible, of innovative financial planning and of a city council's willingness to invest in a community turn around, to think boldly and to take to heart in the old adage about not being able to cut your way to prosperity.

In an effort to halt the downtown decline being seen by cities across the country, the Decatur City Council in 2010-2011 approved a massive downtown capital improvements program, the likes of which had never been seen in this Central Illinois community. The development encompasses 16 square blocks in the city's historic downtown and was designed to increase the variety of public spaces; wider restaurant sidewalks were added to allow for outdoor dining and the rarity that is downtown's Central Park was redesigned to enhance the user experience during seasonal events and to create squares for public gatherings. New street lights, planters, drinking water fountains, and street furniture were selected to unify the area while downtown streets were either repaved or completely rebuilt.

The development was funded through municipal debt issuance (\$12.8 million), a federal Illinois Transportation Enhancement Program award (ITEP) passed through the



State of Illinois (\$1.7 million) which the city aggressively pursued to help pay for the work. The bond debt is being repaid through incremental property tax growth captured as part of a downtown Tax Increment Financing district. An agreement with the State of Illinois to transfer jurisdiction of a state route through downtown Decatur to the city and a \$2.2 million payment to rebuild the roadways upon transfer allowed for the re-routing of truck traffic from downtown in a way that was not harmful to the local manufacturing and agricultural base. The transfer has been critical to the project's success as for years downtown visitors had complained about the "wall of truck traffic" that existed on Main Street through the downtown area, essentially separating businesses on the east and west sides of Main Street. This hindered pedestrian traffic traveling across the street and made adding amenities like sidewalk dining by businesses on the west side of Main Street almost impossible.

So how are things today in Downtown Decatur? It hasn't quite been "if you build it, they will come," but it's been close.

Global agribusiness giant Archer Daniels Midland Company has now located more than 600 employees to a new downtown location due, in part, to the city's ongoing commitment to redeveloping the area. Busey Bank's FirstTech processing center recently broke ground on a new \$3.3 million renovation and expansion expected to retain and possibly expand local employment opportunities. Today diners can choose from a list of 18 establishments, about half of which didn't exist five years ago according to news reports while others have undergone extensive renovation or expansion.

Restaurant owners have publicly stated that they chose to invest in the downtown area because of the City's initial investment. There are also new downtown living options, theater, the arts all of which have created a vibrant 24-hour living environment where you don't have to leave the area to find work, entertainment, food, shopping, or recreation all

continued on page 11

continued from page 10

within walking distance. Consultant Chastain & Associates of Decatur was awarded a 2016 Transportation Merit Award from the American Council of Engineering Companies of Illinois for its work on the streetscape project.

This story is not about Decatur's success. It is about government leaders having a willingness to take a longer view of things even when times are difficult and there is public pressure to see how much you can reduce to grow your local economy instead of planning for and investing in future growth. We realize that economic realities can – and should – play an important role in community decision making, but we as government leaders should also remember to plan for the future even when current economic realities can make doing so difficult.



Serving Illinois Municipalities since 1981
www.imlrma.org



CBB Celebrating **30 years**
Christopher B. Burke Engineering, Ltd.
1986-2016

9575 W. Higgins Road | Suite 600 | Rosemont, IL 60018
T: 847.823.0500 | F: 847.823.0520 | cbbel.com
Office locations: Rosemont, Morris, New Lenox and Peoria



WILLIAMS ARCHITECTS

500 Park Blvd. | Suite 800
Itasca, IL 60143
p 630 221 1212
www.williams-architects.com

ARCHITECTURE | PLANNING | INTERIORS

continued from page 7

not unique to the WHA. These are issues faced by many public agencies and fleet managers across the country.

Having the time and resources to track every vehicle expense is difficult for many organizations, especially when they don't have a designated fleet manager. Operating a fleet efficiently requires consideration of many factors over each vehicle's lifecycle, from acquisition to operating expenses and all the way through to the resale process. Understanding how these expenses change is necessary to determine a vehicle replacement strategy that drives down expenses over time.

The WHA's story serves as a reminder that, if approached strategically, some challenges can be recast as cost savings opportunities. In this case, the move helped ensure smooth operations, and possibly created a model for public and private agencies to follow.

continued from page 8

must sign a statement acknowledging that you are aware of the lesser limit. This may lead you to feel pressure to go with the highest coverage limit. However, in many cases, the highest limit may not be the most cost-effective option for your municipality.

Talk to your broker

To avoid paying more than necessary for insurance, talk to your broker about your particular needs. He or she can assess your situation and help you decide what benefits are important to offer your employees. There may be better solutions than high UM/UIM limits.

The Horton Group offers Insurance, Risk Management and Employee Benefits. They are a proud Corporate Sponsor of the ILCMA. For additional information, contact Les Peach at 708-845-3656 or Les.Peach@thehortongroup.com.



www.hlplanning.com

Industry leaders in **innovation**
Nationally recognized **plans and graphics**
Effective and engaging community **outreach**



community planning urban design economic development



DIAMOND BUSH
DiCIANNI
& KRAFTHEFER

Representing local governments and public officials.
Contact Stewart Diamond or Adam Simon.

312-782-7606 | ANCELGLINK.COM

FOR LOCAL GOVERNMENT LAW, THINK ANCEL GLINK

Gain Insight, Drive Growth



Accounting | Advisory | Managed Services | Technology
1.877.279.1900 | www.sikich.com



- ▶ Cash Flow Management
- ▶ Bond Proceeds Management
- ▶ Financial Planning
- ▶ Fixed Term Investments
- ▶ Bank Credit Analysis
- ▶ Investment Banking

Courtney Soesbe: 630.657.6421

2135 CityGate Lane, 7th Floor
Naperville, IL 60563

www.pmanetwork.com

PMA Financial Network, Inc. | PMA Securities, Inc.
Member, FINRA, SIPC

CORDOGANCLARK

ARCHITECTS • ENGINEERS • CONSTRUCTION

BRIAN KRONWITTER, AIA, DBIA

Executive Vice President

960 Ridgeway Avenue
Aurora, Illinois 60506
Tel 630.896.4678
Fax 630.896.4987
Cell: 630.209.7525

716 North Wells Street
Chicago, Illinois 60654
Tel 312.943.7300
Fax 312.943.4771
bkronewitter@cordoganclark.com

Advancing Civic Leadership

CLA Courses Qualify for ICMA's Voluntary Credentialing Program

June 14, 2016 – DeKalb County Community Foundation
Founders Syndrome: An Analysis of Passion in The Non-Profit Community

June 15, 2016 – Giving DuPage/DuPage County Family Center
Nonprofit Checkup #4 Know Your Numbers: Communicate Your Numbers

Full Course Catalog and Online Registration

www.cgs.niu.edu



MAXIMIZING REVENUES for local governments

AZAVARAUDIT.COM
(312) 583-0100



SERVING COMMUNITIES THROUGHOUT ILLINOIS.

Please contact Jason Perry or visit our website to learn more about how we can maximize your revenue.

IT Services
Surveillance
Voice & Data

**Current
Technologies**

An eye on the future of technology

1423 Centre Circle • Downers Grove, IL 60515
630.388.0240 • fax: 630.388.0241 • currenttech.net



Encourage Your Colleagues to Attend ICMA's 102nd Annual Conference

This year's ICMA Annual Conference, September 25–28, in Kansas City, Missouri, combines a cost-effective, high-quality professional development opportunity with networking, and information sharing—now when you need them most.

Located in the Heartland of the United States, the Greater Kansas City Region is a most appropriate location for ICMA's conference. Its central setting makes it not only easily accessible by interstates and highways, but it's also a quick flight from just about anywhere across the nation.

In the Greater Kansas City Region, the roots of council-manager government extend deep and are strong, gaining increased visibility in 1940 when L.P. Cookingham was hired by Kansas City, Missouri, city reformers and became known as the "dean of the nation's city managers."

Kansas City is known for its jazz music, historical sights, art museums, and BBQ. KC has more boulevards than any city except Paris and has been called "Paris of the Plains." Also known as the "City of Fountains" it is second to Rome for having the largest number of fountains in the world.

Host Region Discounts

ICMA members from the Midwest region (Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, Wisconsin) and Kansas who are attending their first annual conference are eligible to receive \$200 off the member conference registration fee. Non-members in these states who join ICMA can receive the \$200 registration discount PLUS half-price ICMA membership for a year.

State-Based Conference Scholarship Program

ICMA will provide complimentary conference registrations to state associations that substantially underwrite the cost of conference travel and housing expenses for one or more of their state association members. Scholarship recipients must be (or become) an ICMA member,

During 2014, Kansas City received outstanding mentions in these national lists and articles:

- In *Travel + Leisure* magazine's annual survey of "America's Favorite Cities," Kansas City placed third.
- *The Huffington Post* cited Kansas City in a list of "7 Off-the-Grid Travel Destinations Definitely Worth a Visit."
- A *New York Times* report, "Millennials Going to Kansas City, to Live and Work," cites the influence of the streetcar starter line in attracting hundreds of millions of dollars of new residential and retail projects downtown.
- Kansas City ranked among the top 10 U.S. cities for volunteering efforts in a report called "Volunteering and Civic Life in America."
- Last year, KC was voted one of the most future-ready cities most poised to grow and thrive in the future based on findings at the 2015 Strategic Innovation Summit, "Enabling Economies for the Future," hosted by Harvard University and sponsored by Dell.

[Kansas City](#) is considered a top family destination that boasts an abundance of free or affordable attractions for adults as well as children. Kansas City is friendly, fun loving, spirited, and casual. It's cultural, without being pretentious—a colorful and vibrant city with a heavy dose of Midwestern hospitality. Even if you've never been there before, you'll feel right at home.

The conference program is sure to satisfy your need for the latest information on local government management and leadership and will include top-quality keynote speakers; educational sessions with interactive room sets and presentation styles; inspirational afternoon featured speakers; a "learning lounge," with short presentations on focused topics in an intimate setting; an "experts bar" for one-on-one advice on social media, digital devices, and resumes; and more.

must be attending their first ICMA conference, and must book a reservation at one of the official conference hotels.

Encourage your state association to establish a state-based ICMA Annual Conference Scholarships this year!

Important Dates

JUNE 2 at 12:00 Noon, EDT
Online Registration and Housing Bureau Open!

JULY 14: Cutoff for the most affordable, early-bird registration rates.

Post a conference badge



[Get your badge here.](#)

Follow us

[@ICMAEvents](#)

[#ICMA2016](#)

[We're on Instagram too!](#)



ctsgroup.com
636.230.0843

Turn-key Solutions for Energy Efficiency

- / Engineered solutions improve energy & operational savings
- / Maximize economic and environmental impact
- / Provide safe, comfortable and productive environments
- / Guaranteed price, savings and performance



ILCMA Board Approves a Minimum of 10 ILCMA Travel Scholarships to Attend the ICMA Conference

The entire Midwest Region has been challenged by the ILCMA to provide travel stipends to the upcoming ICMA Conference in Kansas City from September 25 – 28, 2016. Iowa is giving away 30 \$600 travel stipends; ICMA providing 10 pro bono for first time ICMA member attendees. MO is doing 8 at \$600 and ICMA is giving 8 pro bono registrations to ICMA member and first time attendees. The ILCMA Board approved providing at least ten ILCMA Scholarships, which consist of up to a \$680 travel stipend, to be awarded to ILCMA members attending the ICMA conference. This is above and beyond the original ILCMA/ICMA travel scholarships previously offered.

At least FIVE will be awarded to first time attendees, who will also receive an ICMA complimentary registration. One must be both an ILCMA and ICMA member to qualify for this scholarship. If you are not currently an ICMA member, ICMA is offering a 50% discount on your membership dues so you can qualify for this scholarship. (If we do not receive five letters of interest, the remaining scholarships will go to ILCMA members in the alternative lottery).

At least FIVE will be awarded to ILCMA members who have attended a previous conference and are ICMA members. Those names will be placed in a lottery drawing.

Winners will be announced during the ILCMA Business Meeting at the Summer Conference on June 23. Winner need not be present at the Summer Conference to receive this scholarship.

A brief letter of interest that describes what you hope to gain by attending this professional development event should be emailed to Dawn Peters at dpeters@niu.edu by June 15, 2016.

Please note that housing registration opens on June 2; it is recommended that you reserve your room early as they fill up quickly. Just confirm that you can cancel the reservation if needed.

Searching for Water and Energy Savings?

Saving water also means saving energy. Our engineering audit will uncover improvements, and the savings will be used to offset the costs. Let us help you find the answers.



For more information, call (847) 207-7268 or visit www.johnsoncontrols.com/water.



Innovators of
Online Government



Adam Isern
Regional Sales Manager

aisern@visioninternet.com

P + 310.656.3100 ext. 396
C + 913.967.9978
F + 310.656.3103

 We take care of IT




Is Your Network at Risk?

**FREE Vulnerability Scan
for ILCMA members***

Schaumburg Corporate Center
1515 Woodfield Rd., Suite 880
Schaumburg, IL 60173

847-240-3900
www.pswetakecareofit.com

*Some restrictions apply

 **Our purpose is simple:
to help provide financial
security for our clients and
their families**

John Passananti, CLU
Founder & Senior Managing Partner
The Business Strategies Group of IL
A Division of AXA Advisors, LLC
Tel: (630)575-5000
John.Passananti@axa-advisors.com
www.axa.com

AXA Advisors, LLC.
1515 W. 22nd St., Ste. 300
Oak Brook, IL 60523

AXA Advisors, LLC (member FINRA, SIPC).
1290 Avenue of the Americas, NY, NY 10104.
GE 80880 (10/12) (Exp. 10/14)





The One-Stop Source for Residential Engagement

find your community at
InOurCommunity.com



SB Friedman
Development Advisors

tel (312) 424-4250
fax (312) 424-4262
www.sbfriedman.com

Public-Private Partnerships
Public-Private Development Finance
Market and Economic Feasibility
Impact Analysis
Community and Economic Development
Urban Economic and Policy Studies

VISION | ECONOMICS | STRATEGY | FINANCE | IMPLEMENTATION



GIS/IT Consulting

thomas a. thomey
tthomey@mgpinc.com
847-656-5698 Ext. 704
mobile: 847-366-6235
www.mgpinc.com

Proud service provider for:



**BUILDING A
FOUNDATION
FOR LOCAL
GOVERNMENT
SUCCESS.**

**TAILORED
SERVICES
CREATIVE
SOLUTIONS
PERSONAL
ATTENTION**

James A. Petrakos
Principal Architect

Daniel J. Peck
Business Development

630.455.4500
TriaArchitecture.com

works well
with others :)

**PERSONAL
APPROACH
TO CIVIL
ENGINEERING**

GHA GEWALT HAMILTON
ASSOCIATES, INC.

847-478-9700
www.gha-engineers.com



BAKER TILLY

Accountants and Advisors

Caitlin Humrickhouse

Senior Consultant
312 729 8098

caitlin.humrickhouse@bakertilly.com

FGM exists to
enhance
communities by
creating quality
environments.
Since 1945

Oak Brook
630.574.8300

Chicago
312.942.8461
fgmarchitects.com

O'Fallon
618.624.3361

FGM ARCHITECTS

Senior Advisor



ILCMA Board Approves New Senior Advisor for Southern Illinois Region

My name is Bob Kuntz and I am unemployed. I have not worked since July 1, 2015, but I am not looking for a job. I retired on that date after 42 years in the city management profession ... and I am your new ILCMA/ICMA Senior

Advisor serving the southern portion of the state of Illinois.

I began my career as an intern with the City of West Carrollton, Ohio, while I completed my MPA degree at the University of Dayton. Upon graduation, I served as the first Assistant to the City Manager in Englewood, a suburb of Dayton.

After two years, my boss moved on and I followed soon thereafter to accept a position as the first full-time Boro Administrator of Point Pleasant Beach, New Jersey. After three years of successful service, life on the beach lost out to family considerations and we returned to our roots in Ohio.

I landed a job as Assistant City Manager of Trotwood, an integrated suburb of Dayton. After four years, I was promoted to the City Manager post which I held for the next five years.

In 1988, we made the move to Ballwin, Missouri, a St. Louis suburb of 12,000. A few months later, the population doubled thanks to an annexation that was initiated by the prior administration.

I was very fortunate to serve as City Administrator for the next 28 years. I was blessed to have a great staff and a (mostly) supportive Board of Aldermen. Today, Ballwin is the fourth largest city in St. Louis County with a population of over 32,000. When I retired, we had a reserve fund balance of over \$6 million and no major pending issues.

Retirement did not come easy for me. It wasn't until I was 65 when I was even able to utter this word. At that point, I had put my financial plans in place. It was reassuring to know that I could pull the trigger at any time; but I couldn't see myself doing anything else or taking more than a two week vacation.

continued on page 23



www.adarIT.com
877.860.0700

The PrivateCloud for government agencies & non-profits



**Illinois Metropolitan
Investment Fund**

Laura F. Allen
630-571-0480, ext. 229

Debra A. Zimmerman
618-665-4638

Investing together for
our communities

www.investIMET.com





Clark Dietz
ENGINEERS

Civil/Environmental
Transportation
Structural
Mechanical/Electrical

ILLINOIS • INDIANA • WISCONSIN
Champaign • Chicago • Elmhurst • www.clarkdietz.com

Introducing the 2016 ICMA Coaching Program

Thrive in local government!

Platinum sponsor: ICMA-RC | Gold sponsors: ICMA and Cal-ICMA

ICMA State Association Coaching Partners: California, Colorado, Connecticut, Florida, Georgia, Illinois, Iowa, Kansas, Kentucky, Maine, Massachusetts, Michigan, Minnesota, Missouri, Nebraska, New Hampshire, North Carolina, Oklahoma, Oregon, Pennsylvania, Texas, Utah, Virginia, Washington, and Wisconsin.

Thanks to sponsors and partners, the services are available at no charge.

Key Program Services to help you grow and enjoy your career

- **Six live webinars per year** spotlighting best practices on key topics. Invite your whole team to participate.
- **Digital archives** with video recordings and extensive presentation materials from dozens of sessions available online. "Professional development in a box" whenever you want it.
- **Career stories** of ICMA leaders and rising stars offering insights and tips.
- **Speed Coaching session** at the ICMA Annual Conference and templates for use at the local level.
- **1-1 Coaching resources** to provide personalized support.
- **Career Compass newsletters** that address critical career issues.

REGISTER NOW

Advance registration is required for each webinar. Simply click on the session titles below, or go to icma.org/coachingwebinars to register or access the digital archives. If you can't make a session, you'll receive an automatic notice afterwards with details on how to access the materials and digital recordings.

- **THRIVING AS A HIGH-PERFORMANCE ORGANIZATION**
Thursday, March 10, 1:00 – 2:30 p.m. PT
- **BUILDING CIVIC LEADERSHIP AND COMMUNITY**
Wednesday, April 13, 10:00 – 11:30 a.m. PT
- **ETHICS IN ACTION**
Thursday, May 19, 1:00 – 2:30 p.m. PT
- **SUCCESSFUL SUPERVISION AND LEADERSHIP**
Thursday, September 8
10:00 – 11:30 a.m. PT
- **SURVIVAL SKILLS FOR MANAGERS**
Thursday, October 20
11:30 a.m. – 1:00 p.m. PT
- **SUCCESSFUL PLANNING AND KNOWLEDGE TRANSFER**
Thursday, November 17,
1:00 – 2:30 p.m. PT

Subscribe to the free email list for program updates at icma.org/coaching.

Note: requires an icma.org site login (complimentary).

For more information visit icma.org/coaching or contact Rob Carty | rcarty@icma.org, or Don Maruska, MBA, JD, ICMA Coaching Program | ICMACoaching@donmaruska.com

ICJIA Information Sharing Environment Mission:

Develop and operate comprehensive information sharing systems for the improvement and coordination of all aspects of law enforcement, prosecution, and corrections.

Principles:

Global Standards Package

- ✓ Global Reference Architecture
- ✓ National Information Exchange Model
- ✓ Global Federated Identity & Privilege Management

Executive Leadership

- ✓ Executive order
- ✓ Legislative support

Governance

- ✓ Data Exchange Coordinating Council

Collaboration and Cooperation

- ✓ Multijurisdictional across disciplines

Portfolio Approach

- ✓ Think Big. Start Small. Work Fast.

Illinois Criminal Justice Information Authority Funding Initiative

Development and support of county-wide information-sharing environments

The Illinois Criminal Justice Information Authority is offering technical assistance and support to county leaders seeking to establish a county-wide data exchange. In this environment, public safety and criminal justice agencies would:

- Collaborate to make technology, procurement, and integration decisions as a centralized domain with decision-making responsibilities for information sharing.
- Embrace a shared computing model, consolidating data centers, hosting systems, and applications on common infrastructures governed by the authorized body.
- Receive trusted and effective technical assistance from national experts.
- Create, access, and move data along the continuum of the criminal justice system for the purposes of enhancing and improving public safety and enhancing government efficiencies.



For more information, contact:

Mike Carter

ICJIA Project Director

312.793.7057

mike.carter@illinois.gov

Governance

ICJIA will partner with county and local criminal justice stakeholders to establish a multi-jurisdictional, cross-discipline governing body that establishes policy, standards, and strategies to implement an integrated system of criminal justice data exchange. The governance structure will:

- Articulate a united vision and determine the scope and focus of criminal justice information projects.
- Define integrated justice information operational requirements.
- Assess risk and set quality expectations.
- Develop timetables.
- Monitor planning, implementation & management.
- Advise the city and county CIOs of systems requirements necessary for individual agency information technology procurements to conform with the defined integration strategies.
- Resolve obstacles.
- Review system performance.
- Develop enhancements, improvements, and next phases.
- Provide quarterly progress reports to city and county officials.

ILCMA Membership Responsibilities For Members In Transition

ILCMA members are encouraged to contact fellow members that are in transition. ILCMA members can help members in transition in the following ways:

- Hire members in transition for interim work and special projects.
- Provide office space and equipment for members in transition.
- When going to ICMA or ILCMA conferences, invite a member in transition to share your room at no cost.
- Invite them to an ILCMA, Downstate, Metro, IACA, SWICMA, Legacy Project, or IAMMA meeting as your guest.
- Monitor the environment. As one hears about a member that may be in trouble, members are encouraged to contact either the ILCMA Executive Director or one of the Senior Advisors.

ILCMA members are asked to help identify ILCMA members as soon as it appears that they are leaving a management position and do not have a new position identified. In addition to monitoring local papers, members should also frequently advise their regional counterparts to notify them of members who may be in transition. Once a member in transition (MIT) is identified, the member should advise the ILCMA Secretariat so that ILCMA support can be offered. ILCMA members are encouraged to personally contact the MIT to provide support. A Board liaison will be assigned to maintain regular (weekly or bi-weekly) contact with the MIT, encourage others to contact the MIT, and will keep the ILCMA Secretariat aware of the MIT's status. The Board liaison will coordinate closely with the Senior Advisors and between the two entities should provide the MIT with the support services available through the ILCMA and the ICMA.

Do you have Special Projects for which you need Additional Help? 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:

Member in Transition Program (MIT) – ILCMA keeps a list of Illinois managers and assistants in transition. These members 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 MIT's 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 <https://www.ilcma.org/programs-and-services/ilcma-professional-resource-service/>

The ILCMA Senior Advisors have the most current list of Members in Transition and Professional Resource Program participants. Please do not hesitate to contact either Dawn Peters at ILCMA or one of the Senior Advisors.

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.)

John Kolata	jdkolata@hotmail.com	309-525-2359
George Gray	write463@gmail.com	219-765-7014
Art Osten	artosten@sbcglobal.net	847-910-9057
Darin Girdler	dgirdler@gmail.com	618-971-8276
David Nord	dave3441@yahoo.com	815-520-9757
Kevin Baity	kevinbaity@gmail.com	618-713-8029



ALEXANDER WEISS
CONSULTING LLC

Alexander Weiss, PhD
President

2705 Ridge Ave.
Evanston IL 60201
Phone 847-332-1160
Mobile 847-644-3930
e-mail aweiss@alexanderweissconsulting.com

BAXTER & WOODMAN
Consulting Engineers



Specializing in the following services:

- Water
- Wastewater
- Transportation
- Stormwater
- Construction
- Municipal
- Technology
- GIS

815.459.1260 • baxterwoodman.com

Experience you can
count on.

Put our public finance expertise and
capabilities to work for your community.

800-686-4346
rwbaird.com/publicfinance



©2015 Robert W. Baird & Co. Incorporated. Member SIPC. MC-43457.



Woodard & Curran is proud to be a
sponsor of the

Friends of ILCMA



Woodard & Curran is a 900-person,
integrated engineering, science and
operations company. Privately held and
steadily growing, we serve public and
private clients locally and nationwide.



COMMITMENT & INTEGRITY DRIVE RESULTS



woodardcurran.com



SPEER FINANCIAL, INC.
PUBLIC FINANCE CONSULTANTS SINCE 1954
WWW.SPEERFINANCIAL.COM

KEVIN W. MCCANNA, CIPFA; CFA DAVID F. PHILLIPS, CIPFA
PRESIDENT SENIOR VICE PRESIDENT/
kmccanna@speerfinancial.com DIRECTOR OF MARKETING
dphillips@speerfinancial.com

ONE NORTH LASALLE STREET...SUITE 4100
CHICAGO, ILLINOIS 60602
PHONE (312) 346 - 3700
FAX (312) 346 - 8833



**Manage Costs
by Maximizing
Your Tax Savings**

We offer expense management
services for you and your employees.

Julie Matton
800-654-8489, ext. 2460
americanfidelity.com

AMERICAN FIDELITY
a different opinion

ESB-3222-0214



ILCMA / WCMA 2016 SUMMER CONFERENCE

Making a Difference

One Community at a time
the **WILL** to succeed

JUN
22-24
2016

REGISTER BY JUNE 10

REGISTER TODAY!
[click here](#)

TENTATIVE SCHEDULE

WEDNESDAY, JUNE 22

9:00 A.M. ~ 4:00 P.M.
Registration Open

9:00 A.M. ~ 4:00 P.M.
Exhibitor set-up

8:30 A.M.
Nine Hole Golf

10:00 A.M.
18 Hole Scramble & Conventional Golf

1:00 ~ 4:00 P.M.
ICMA RC Appointments
(see page 2 for details)

1:00 ~ 4:00 P.M.
Pre-conference ICMA University
Skillfully Building Common Ground
by Dr. Deborah Roberts

6:00 P.M.
Western BBQ

THURSDAY, JUNE 23

6:45 ~ 7:15 A.M.
Legacy Walk

7:30 ~ 8:30 A.M.
Registration and Breakfast

8:30 ~ 10:00 A.M.
Welcome and Opening Keynote
Address:
Driving Diversity Deep into the DNA of Your Organization! One Mission, One Goal, One Team!
by Vernice Armour

9:00 A.M. ~ 4:00 P.M.
ICMA RC Appointments

10:30 A.M. ~ 5:00 P.M.
Resume Reviews/Mock Interviews

10:00 ~ 10:30 A.M.
Break in Exhibit Hall

10:30 ~ 11:45 A.M.
Breakout Sessions
Session 1: Round table – County Administrator's Idea Exchange
Session 2: Round table – The Legacy Project – Navigating a Career in Professional Local Government Management
Session 3: Round table – Nuts n' Bolts of Management
Session 4: Round table – Managing and Building Relationships

11:45 A.M. ~ 1:30 P.M.
Lunch & Business Meeting (WCMA & ILCMA Nominating Reports & Elections) & ICMA Update

1:30 ~ 2:45 P.M.
Breakout Sessions
Session 1: Leadership Caffeine "How to Keep the Passion Alive"
Session 2: Managing your Digital Personality: Tips, Tricks, and Tools You Can Use!
Session 3: Rapid Fire: Intergovernmental Relationships
Session 4: The Relentless Pursuit of an Ethical Organization Culture

2:45 ~ 3:15 P.M.
Break in Exhibit Hall

3:15 ~ 4:30 P.M.
Breakout Sessions
Session 1: Succession Planning & Leadership Development - Draw Out a Plan & Draw on Your Talent!

Session 2: Making the Best Deal for Your Community and Measuring Your Economic Development Return on Investment
Session 3: Bricks, Sticks, or Straw? Internal Controls and the Big Bad Wolf
Session 4: Public Works 101: Operations and Experience!

6:00 ~ 8:30 P.M.
Reception, Dinner & Awards
Kids Buffet 6:00 - 7:00 P.M.
Kids Night Out 7:00 - 10:00 P.M.

8:30 ~ 11:00 P.M.
ILCMA/WCMA Boat Cruise on Lake Geneva

FRIDAY, JUNE 24

8:00 ~ 9:00 A.M.
Breakfast

9:00 ~ 11:00 A.M.
ICMA RC Appointments

9:00 ~ 10:15 A.M.
Breakout Sessions
Session 1: Public/Private Partnerships: Using a Traditional Economic Development Model
Session 2: Last 60 Days – Leaving Your Job Gracefully
Session 3: Managing Local Government for Improved Performance
Session 4: Strategic Planning: Your Community's Road Map to the Future

10:15 ~ 10:30 A.M.
Break

10:30 ~ 11:45 A.M.
Closing Keynote
Accelerate your Destiny!
by Ross Shafer

continued on page 18

I decided to put together a small group of city managers of similar age and circumstances. We held monthly luncheons to informally discuss succession planning and exit strategies. This peer support helped guide me toward my ultimate decision to retire. I announced in mid-January with an effective date of July 1st. This gave the Board adequate time to conduct the process and have my replacement in place before the start of the annual budget process. My exit strategy also intentionally coincided with the delivery of the annual audit report. In summary, the transition was very smooth.

Despite all the plans and preparations, there were still several discoveries and surprises. The phone stopped ringing and the number of emails declined to a snail's pace. My primary goals for retirement were to:

- 1) Try new things
- 2) Pursue new relationships with no agenda
- 3) Get more exercise
- 4) Travel more

The first two proved to be the most challenging. After nine months of getting into the groove, I am excited about becoming an ICMA/ILCMA senior advisor. I look forward to working with each of you while serving in this capacity.

Sincerely,
Bob Kuntz
kuntzb@charter.net
Home: 636-527-9068
Cell: 314-805-7041



Let us help identify state and federal funding sources and engineering design solutions that meet your budget.

Serving Illinois communities for more than a century.
ENGINEERS | ARCHITECTS | SURVEYORS | SCIENTISTS

www.f-w.com // 309.663.8435



MSA

PROFESSIONAL SERVICES

More ideas. Better solutions.®

Champaign: (877) 352-0081

www.msa-ps.com

ENGINEERING • SURVEYING • ARCHITECTURE • ENVIRONMENTAL • PLANNING • FUNDING

Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

3rd Quarter Luncheons

Brown Bag (bring your own)

Wednesdays

11:30 a.m. to 1 p.m.

July 6..... [RSVP](#)

Yvonne Irving

VP Business Development

Kane County Credit Union

Geneva Fire Station

200 East Side Dr.

(enter from the back)

August 3 [RSVP](#)

Diane Middlebrooks

Coordinator of the Women's

Initiative, Itasca State Bank

and Trust Co.

Arlington Heights Village Hall

33 S. Arlington Heights Rd.

September 7 [RSVP](#)

David Park

Certified Financial Planner

ICMA-RC (International City/

County Management Assoc.

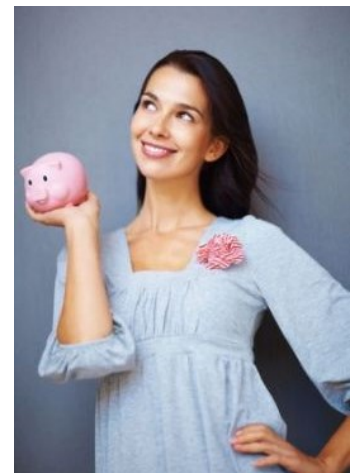
Retirement Corp.)

Woodridge Village Hall

5 Plaza Drive

Personal Finance for Professional Women

Individuals, especially women, tend to delay making financial plans even when we may do an exceptional job of it at work. Or we don't monitor and update the plans. Plans vary from person to person based on current and future needs, future plans, age, availability of funds and risk tolerance. Learn from some experts by attending a brown bag lunch and get going on managing your financial future. As there are three different speakers, select the session you attend based on date, location or the speaker. Attendance at more than one works too.



Visit our website to learn more about the Legacy Project:

www.legacyprojectnow.org

Illinois Department Of Revenue Holds Informational Workshops

What are Local Government Workshops?

The Illinois Department of Revenue holds informational workshops to discuss items related to the allocation and distribution of taxes to local governments, including updates on changes that have happened as well as some exciting news for the future. Some of the topics that will be covered include: Annexations, Business District Taxes, new Rebate Sharing Agreement reporting, and Annual Taxpayer Location Address List.

Who should attend?

We encourage municipal officials, county officials and their staff members to attend the workshops. Clerks, treasurers, fiscal officers, and staff who are responsible for reviewing taxpayer listings are personnel who also could benefit from these workshops.

Are reservations required?

Seating is limited; therefore, registration is required at least five business days before the workshop is held. There are no fees associated with the workshops and no limit on the number of people from each local government who may attend.

How do I register?

To register for a workshop or if there are any questions, you can:

- Call: 217 785-6518 or
- Fax: 217 524-0526 or
- E-mail: rev.localtax@illinois.gov

Please provide the following information for each person attending the workshop when you register:

- Name
- Title
- Local government name
- E-mail address
- Address
- Telephone number
- Workshop date and location

DATES AND LOCATIONS FOR 2016

This year the Local Tax Allocation Division will be experimenting with holding a few of our local government workshop sessions in the afternoon or evening hours to allow more local government officials and their staff to attend a workshop session. If the workshops are successful, we will continue to schedule afternoon and evening hour workshops in the following years.

The workshops have been scheduled with the assumption we will have a budget in place for Fiscal Year 2017. Unfortunately, if a budget is not passed, we may have to cancel the workshops currently scheduled for Sterling, Harrisburg, Effingham, Mokena, and Good Hope.

The workshop date, location, and registration time are listed with each workshop.

June 15, 2016 Wednesday
9:00 a.m. – 12:00 p.m. (registration begins at 8:30 a.m.)
Sponsor: Illinois Department of Revenue
Address: Illinois Department of Agriculture
Illinois State Fair Grounds
801 Sangamon Avenue, Gate 11
Springfield, IL 62702

July 20, 2016 Wednesday
9:00 a.m. – 12:00 p.m. (registration begins at 8:30 a.m.)
Sponsor: City of Sterling
Address: 212 3rd Avenue
Sterling, IL 61081

August 9, 2016 Tuesday
6:00 p.m. – 9:00 p.m. (registration begins at 5:30 p.m.)
Sponsor: Southeastern Illinois Regional Planning & Development Commission
Address: Southeastern Illinois College
Private Dining Room – Building B
3575 College Road
Harrisburg, IL 62946

September 13, 2016 Tuesday
6:00 p.m. – 9:00 p.m. (registration begins at 5:30 p.m.)
Sponsor: Village of Good Hope
Address: Good Hope Fire Department
145 West Main Street
Good Hope, IL 61438



DOWNSTATE CITY/COUNTY MANAGEMENT ASSOCIATION ~ SUMMER MEETING

Effingham, IL

August 11th and 12th, 2016

Thursday, August 11

1 p.m. **Golf at Effingham Country Club (Please pay at the course)**

2400 West Country Club Road
Effingham, IL 62401 www.effinghamcc.com

6:00 p.m. **Social Hour Firefly Grill - Sponsored by Bernardi Securities**

1810 Avenue of Mid America
Effingham, IL 62401
www.ffgrill.com

7:00 p.m. **Dinner Firefly Grill - Co-Sponsored by Farnsworth Group and Arthur J. Gallagher**

Friday, August 12 - Effingham Public Library (200 N. 3rd Street, Effingham, IL 62401)

8:00 a.m. **Breakfast & Welcome by Mayor Jeff T. Bloemker**

8:30 - 9:15 a.m. **Personal Financial Wellness**

To be present at work, you need to be able to focus on City issues otherwise known as unplanned fires free from distraction and concern. What is one primary reason for personal distress? What is a major cause for divorce in our society? The management or mismanagement of personal finances. On any given day we primarily focus time on the City's budget, investments, and debt ratios, but not today! It is time to focus on you and your financial wellness. David Park has agreed to lead us in a 45-minute session focused on personal financial health. This session will be thought provoking and may even cause you to wiggle in your chairs a little, as you contemplate your personal financial health. When you get your personal financial health in balance, you will be able to approach your challenging job with one less distraction.

9:15 - 9:30 a.m. **BREAK - Coffee Time**

9:30 - 10:15 a.m. **Personal Mental Wellness**

Now that we have our financial house in order, now it is time to consider our own mental health. As a local government leader, we deal with stress as routinely as others drink a cup of coffee every morning. Jody Janosik a Licensed Clinical Social Worker from Heartland Human Services will guide us through the benefits of relaxation and mediation, educate us on how to practice mindfulness, and teach us how to incorporate simple exercises into our daily lives. When you head back to the office, you will be better prepared to handle the stress of our chosen profession. Heck, maybe we can even sleep at night...that would be nice!

10:15- 10:30 **BREAK - More Coffee, yes please**

10:30 - 11:15 **Personal Physical Wellness**

Financial wellness (check), mental wellness (check), now it is time to focus on our own physical wellness. This last session may get your heart beating, so make sure you wear some loose fitting clothing because a representative from the Workman Sports Complex will be on hand to share with us the value of exercise for our body, soul, and spirit. Tips and techniques will be shared and you can bet you will hear some great information about proper nutrition. Let's face it, you cannot do a great job at City Hall, if you are too sick to report to work. We all know that healthy employees are happy employees. Let's get healthy. Who knows, we may even have a little fun with this one!

11:15 - Noon **Business meeting, legislative update and lunch**
(Lunch is included in the registration fee)

Registration Form for Summer Meeting
Downstate City/County Management Association
August 11th - 12th, 2016
Effingham, IL

Name: _____ Title: _____

Jurisdiction: _____

Address: _____

Phone: _____ Email: _____

Registration Fee: \$45 - Includes breakfast and lunch on Friday. Please have your registration in by *Friday, August 5, 2016*.

Dinner Reservations: Please indicate if you are planning to arrive in time for dinner at Firefly Grill (you will be sorry if you miss it). Dinner is co-sponsored by Farnsworth Group and Arthur J. Gallagher.

Golf Reservations: Please indicate if you would like to sign up for the golf outing. The Greens Fee w/ Cart are \$45 and **must be paid at the course**.

___ Yes, I will attend the Summer Meeting in Effingham on Friday, August 12th.

___ Yes, I will attend the social hour and dinner on Thursday, August 11th.

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

___ Yes, I will participate in the golf outing on Thursday, August 11th at a cost of \$45.
(includes cart; fees are to be paid at the golf course).

Registration Deadline: *Friday, August 5th, 2016*

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

Fax : 815-753-7278

Questions: 815-753-5424

Cancellations: To receive a full refund, cancellations must be received by Friday, August 5, 2016. Registrants who do not attend the meeting but have not cancelled, are responsible for the entire fee. Registrants who have not paid will be billed.

Downstate City/County Management Association

Summer Meeting
August 11 - 12, 2016
Effingham, IL

Please mark you calendars and plan to attend this summer meeting in Effingham Illinois located at the intersection of I-57 and I-70. The food will be great at our award winning local restaurant, the weather will be nice (for late summer in Illinois), and you will be surrounded by good friends from across the State! The ICMA stresses the importance of work life balance. This meeting is intentionally designed to regenerate you as a leader of your community. Come tired and stressed and leave with a plan of action to be a better you!

Thank you to our Thursday
RECEPTION SPONSOR:

BERNARDISECURITIES
MUNICIPAL BOND SPECIALISTS

Thank you to our Thursday
DINNER CO-SPONSORS:



Accommodations: Please call the Effingham Hampton Inn and Suites, 1305 N. Keller Drive, Effingham, IL 62401 at 217-540-5050 to reserve your room. The block has been reserved under ILCMA Downstate Conference. The room block will be released on July 29th, 2016. Room Rates are \$84/night plus tax. You can also book this on line. Place "IDC" in the code section in order to secure the special rate.



Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

Boone County, Land-Use Planner

The County of Boone, Illinois (pop. 54,000) is seeking a highly motivated and professional individual to fill the position of Land-Use Planner. Anticipated hiring salary of \$45K-\$55K depending on qualifications. Position is full time with benefits.

Position Responsibilities:

The successful applicant will have the ability to interact professionally and communicate effectively with County personnel and residents. Candidate will confer with a wide variety of individuals regarding county planning and development policies, procedures and standards. Reviews and processes all land use proposals including commercial, industrial and residential developments. Coordinates agenda preparation and attends all County planning related meetings. Position will maintain accurate inventory of zoning and subdivision codes including the comprehensive plan. Maintain and update County records and demographic information. This position will serve as the frontline for the County on all matters relating to land use planning.

Minimum Requirements:

Position requires Bachelor's Degree in planning, public administration, landscape architecture or a closely related field plus at least two years of professional experience in the field of land-use planning required.

Salary Range:

Salary range of \$45,000-\$55,000 will be commensurate upon experience and qualifications. Boone County offers an excellent benefits package.

To Apply:

Submit cover letter, resume and three references to the address below by Friday, June 24, 2016.

Ken Terrinoni
County Administrator
1212 Logan Avenue, Suite 102
Belvidere, IL 61008

Questions: Contact Ken Terrinoni, County Administrator at 815-547-4770 or ktboone@boonecountyil.org
Please visit <http://www.boonecountyil.org/page/employment-opportunities> for complete job description and additional information.

Village Itasca, Human Resources Manager

This position develops, organizes, plans, and administers all aspects of the human resources functions for the Village including compensation, benefits, training, recruitment and selection, and collective bargaining in

accordance with applicable ordinances, statutes, rules and regulations. In addition this position is responsible for administering the Village's risk management functions in the area of worker's compensation, general liability, safety, and loss prevention programs. Essential duties of the position include but are not limited to: maintaining and updating personnel policies and procedures, coordinating employee benefits programs, participating in the collective bargaining process, assisting with resolution of employee relations issues, overseeing the recruitment and selection of Village employees, preparing and delivering oral and written reports to the Village Board and Committees, maintaining confidential records, preparing a budget for the human resources and risk management activities and acting as a strategic partner to the management staff of the Village. Attendance at and participation in evening meetings on a regular basis is required.

This position requires a Bachelor's degree in Human Resources, Public Administration, Business Administration, or a closely related field, and a minimum of two years of relevant experience. Applicants must possess a thorough understanding of human resources and labor management, as well as the ability to manage complex projects simultaneously. Applicants should excel in working with others and possess computer, organizational, and presentation skills. Ability to supervise and manage projects and superior communication skills are critical. A valid driver's license is required. Please view the full job description at www.itasca.com.

The anticipated starting salary for this position is \$65,000 per year plus benefits. To be considered, submit your cover letter and resume to:
Evan Teich, Village Administrator
550 W. Irving Park Road, Itasca, IL 60103
Email: eteich@itasca.com

Resumes will be accepted until June 7, 2016 or until the position is filled.

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

Village of Oswego, Economic Development Director

A dynamic, results-oriented, and enthusiastic Economic Development professional is being pursued to aggressively promote our growing Oswego community to regional and national business leaders as the place to operate and grow their companies.

The successful candidate will have strong communication skills and possess the talent to target and aggressively pursue a diverse range of businesses to support the needs of one of the fastest-growing regions in the country. The Economic Development Director must be able to effectively build relationships with business leaders and help them succeed in the community. A key task of this position is to develop and execute a comprehensive economic development strategy for the Village, and effectively negotiate with targeted businesses within adopted economic development guidelines.

Duties and Responsibilities

The Economic Development Director serves as an adviser and chief advocate in all areas of economic development, with an emphasis on development and implementing strategies and programs that will attract new and retain and expand appropriate businesses for the Village of Oswego.

1. Responsible for retention and/or expansion of existing businesses within the Village; includes coordinating business retention visits to develop an understanding of the local economic climate and acts as ombudsman with issues that may arise.

2. Develops and implements short and long range economic development plans; gathers, interprets and prepares data for studies, reports and recommendations; coordinates activities with other departments and agencies as needed.

3. Provides technical and professional advice; makes presentations to supervisors, boards, commissions, civic groups and the general public. Provides information on economic development issues, programs, services and plans. May be required to attend meetings and/or make presentations outside of normal business hours. Represents Village at meetings and conventions as time and budget permit.

4. Prepares and maintains information on utilities, taxes, zoning, transportation, community services, financing tools, etc.; responds to requests for information for

economic development purposes; prepares data sheets and other information. Responds to local citizens inquiring about local economic development activities and opportunities.

5. Coordinates production of informational publications promoting the Village of Oswego to the development and business community for economic development activities. Included but not limited to economic development website, newsletter and print publications. Gathers data necessary to support informational campaigns.

6. Establishes goals, objectives, policies based on the needs of the Village. Provides supervision, direction and guidance including regular communication and development of goals/objectives for all village staff and reporting department heads; assists all departments in any administrative or operational areas to insure regulatory, statutory or procedural compliance.

7. Represents the Village and/or department on various boards and committee meetings. Serves as staff liaison to the Chamber of Commerce.

Education and Experience

- Bachelor's Degree in public/business administration or related field.
- Minimum of five (5) years economic development experience.
- Any equivalent combination of education and experience may be considered.

Compensation and Benefits

The Village offers a full range of benefits, including health, dental, 457 plans, flex spending, paid vacation, sick and holiday time. Expected pay \$90,000 to \$120,000 DOQ, with potential for performance-based bonus pay.

To Apply

Submit cover letter, resume and employment application humanresources@oswego.il.org. More information and the employment application is available online at www.oswegoil.org. Deadline June 12, 2016.

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

Village of Oak Park, Finance Office Manager

The Village of Oak Park, Illinois is a thriving, transit-oriented community of about 52,000 people located immediately west of the City of Chicago and known for its great neighborhoods, architectural heritage and innovative public policy initiatives. Within its 4.5 square miles live one of the region's most diverse mixes of cultures, races, ethnicities, professions, lifestyles, religions, ages and incomes.

Oak Park operates under the village manager form of government. An elected legislative board consisting of a president and six trustees set policy and a professional manager oversees the day-to-day administration of government. Village services and programs are delivered by about 370 employees.

Primary Duties and Responsibilities of the Position include, but are not limited to:

Calculates and records changes in compensation and payroll such as salary increases, hours worked, leave taken, taxes and other withholdings, insurance and retirement program contributions, union dues, separation payouts, etc.; prepares and issues paychecks; answers compensation and payroll-related questions from employees; reviews compensation and payroll information and corrects errors to ensure accuracy; coordinates actions and decisions with third party administrators and consultants on compensation matters as required.

Participate in duties related to the Finance Department annual budget; collect and organize financial and performance data for preparing reports and compiling annual budget requests; recommend funding and expenditure requests for designated accounts; monitor and manage expenses throughout the year with regard to budgets, reviewing financial accounting reports to ensure that expenditures are posted in the appropriate accounts.

Plan, prioritize, assign, supervise, and review the work of staff; monitor work flow; review, evaluate, and recommend changes in work methods and procedures. The Village of Oak Park is an Equal Employment Opportunity Employer committed to a diverse workforce.

Establish schedules and methods for accomplishing work objectives, assignments and goals; identify resources needed and review needs with appropriate management staff; allocate resources accordingly.

Participate in the selection of staff as assigned; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.

Supervise the ordering of appropriate supplies and budgeted expenditures.

Work collaboratively with the Chief Financial Officer and management staff to identify and implement work processes and procedures to improve service and administrative support.

Screen office telephone callers; procedures systems and precedents relating to assigned responsibilities.

Type and proofread a wide variety of reports, letters, memos and statistical charts; type from rough draft, compose correspondence related to assigned responsibilities.

Minimum and Desired Qualifications with Salary Range and Benefits:

Must have at least three (3) years of increasingly responsible administrative support experience of which at least one year is supervisory that includes making and checking work assignments, conducting performance evaluations, scheduling and coordinating staff to ensure adequate coverage, employee development and training, and related responsibilities.

Must have completed a Bachelor's Degree from an accredited college or university with major coursework in accounting, public administration, business administration, or related field.

Salary \$55,000-\$75,000 Depending on Qualifications
Full Benefits Package Offered



IPRF
ILLINOIS PUBLIC RISK FUND
Cost Control Through Cooperation Since 1985

IPRF is the premier and preferred provider of Workers' Compensation Insurance in Illinois. We lead by example and set our standards high for others to follow.

For more information, visit
www.iprf.com

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

Instructions on how to apply:

Interested candidates should mail their cover letter, resume, three (3) professional references, and Village application to Human Resources, Village of Oak Park, 123 Madison Street, Oak Park, IL 60302, or submit by email to Careers@oak-park.us.

Last date to apply is Friday, June 10th, 2016.

More information on applying for a position with the Village of Oak Park is posted at www.oak-park.us/jobs.

Village of Carpentersville, Human Resources Coordinator

The Village of Carpentersville is seeking a full-time, experienced Human Resources Coordinator. The Village of Carpentersville, Illinois, population of 37,690, is located in northeastern Kane County, Illinois, approximately 40 miles northwest of Chicago. This position provides assistance in recruitment and onboarding; maintains employee records; communicates policies and procedures to applicants and employees; provides support in administering leave policies to include FMLA and worker's compensation and assists in benefits coordination. The Human Resources Coordinator may also work with the Benefits/Payroll Coordinator in administering health insurance. This position currently reports to the HR Director and has the potential of transitioning to the Human Resources Director in the future depending on experience and performance.

Requirements for this position include a bachelor's degree in business administration or human resources and a minimum of 3 years' relevant experience, preferably in a local government setting. Demonstrated success in establishing and maintaining cooperative working relationships with employees and the public is required. This role requires excellent communication and organizational skills as well as maturity and discretion in handling confidential information. Experience in a Payroll/HRIS system is a plus. Human Resources certification is preferred.

Starting salary \$55,000 - \$70,000 DOQ. The Village of Carpentersville offers highly competitive benefits' package including defined benefit pension (IMRF), health, dental, vision, life insurance and paid time off.

In order to be considered for this position candidates must submit a cover letter, resume, three professional references and salary history electronically to hr@vil.carpentersville.il.us by June 10, 2016.

Schaumburg Park District, Director of Human Resources

Schaumburg Park District (population 73,000). Exciting opportunity for human resources professional to serve in a nationally recognized Illinois park district located in a Chicago suburb approximately 35 miles northwest of downtown. The district has excellent recreation and park facilities with open space amenities. The Schaumburg Park District also partners with the Village of Schaumburg in dual ownership of a regional airport and minor league baseball stadium. The district is governed by a five person elected Board of Park Commissioners who appoint the Executive Director to oversee the operation of the district. The Director of Human Resources is a new position who reports directly to the Executive Director. The district is interested in a highly motivated HR professional with a strategic focus and outstanding interpersonal skills.

The position is responsible for providing human resources services to 107 full time, 300 part time, and approximately 800 seasonal staff members. Further information regarding the district is available on the website www.parkfun.com. Bachelors degree in human resources management, industrial psychology, public administration, or related discipline is required. A Masters degree and/or SPHR certificate is desired. A combination of education and extensive human resources experience will be considered. A minimum of five years progressively responsible professional HR management experience is highly desirable. A combination of exceptional interpersonal skills, organizational leadership, staff development, strategic human resources planning, and motivational skills are essential.

Salary is \$90,000-105,000 DOQ plus an excellent benefit package. Submit resume, cover letter with salary history, and contact information for five professional references to our online application system no later than June 27, 2016 to Terrence Porter, Vice President, GovHR USA www.govhrusa.com/current-positions/recruitment. TEL: 847-380-3240.

Village of Woodridge, Chief of Police

Experienced and progressive law enforcement police professional (executive) to lead department of 63 employees, 51 sworn and 12 non-sworn positions with a budget of \$8.6 million. The Woodridge Police Department is regarded as professional with well-trained employees dedicated to the community's safety.

The Village is seeking candidates with strong communication and leadership skills and a proven record of visibility and participation in the community. Experience with community partnership efforts such

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

as community/problem solving policing, neighborhood resource center programs and successful partnerships with other governmental agencies are highly desired. Candidates must be committed to innovation, training, professional development, customer service, teamwork and community engagement. The successful candidate will have a high regard for community values particularly the values emanating from a diverse community.

Candidates must possess a bachelor's degree in criminal justice, business administration, public administration or a related field. Candidates should also have at least seven years of experience as a law enforcement leader in an urban/suburban unionized law enforcement environment. A master's degree and/or advanced executive level training are also highly desired. Candidates must also possess well developed interpersonal communication, writing/analysis and public presentation skills. Residency within 30 miles of the Village is required within 6 months of the date of hire.

A full recruitment brochure can be viewed on the Village's website at www.vil.woodridge.il.us. The brochure can be found under News tab in the middle of the homepage, under the Human Resources tab or under the Police Department tab.

Candidates must submit a resume, five references, a salary history with a completed employment application. Resumes and accompanying documents are due to the Human Resources Department no later than Monday, June 20, 2016. Appointment is made by the Village Administrator with concurrence of the Mayor and Board of Trustees. Salary: \$109,907 - \$149,573 DOQ.

Applicants with disabilities, who will need accommodations in order to complete any portion of the application, should contact the Administration Department.

City of Oberlin, OH, City Manager

Oberlin, OH (pop. 8,286) Founded concurrently with Oberlin College in 1833, Oberlin is known for its rich and diverse history of progressive thought, innovation and social activism. Located 35 miles southwest of Cleveland in Lorain County, Oberlin seeks visionary, collaborative candidates skilled in communications and relationship building for its City Manager position. Oberlin values its racial, ethnic, economic and religious diversity as well as its leadership in the current environmental movement having developed a Climate Action Plan that calls for greenhouse gas reduction targets of 75% by 2030 and 100% by 2050.



Engineering Enterprises, Inc.

Meeting Municipal Engineering Needs Today

- Water
- Wastewater
- Transportation
- Stormwater
- Land Surveying
- GIS

Planning • Design • Construction

52 Wheeler Road, Sugar Grove, IL 60554 ~ (630) 466-6700 tel ~ www.eeiweb.com



Aqua America Midwest
1000 S. Schuyler Avenue
Kankakee, IL 60901

Jim Bilotta
Director, Corporate Development

T: 815.614.2042
C: 815.791.7133
jpbilotta@aquaaamerica.com
www.aquaaamerica.com

An Aqua America Company



Robinson
ENGINEERING

Municipal Expertise. Community Commitment.

CHAMPAIGN FRANKFORT ITASCA KANKAKEE SOUTH HOLLAND VOLO MERRILLVILLE, IN

www.reltd.com
877.256.9051



Ruekert • Mielke

**WE CAN HELP CREATE YOUR NEXT
INFRASTRUCTURE STRATEGY:
PRIORITIZED. FUNDED. BUILT.**

WAUKESHA, WI • KENOSHA, WI • MADISON, WI • CHICAGO, IL
GLOBAL WATER CENTER, WI • www.ruekertmielke.com

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

The City has a total budget of \$38 million and 110 full time and 30 part time employees. The City Manager is appointed by the City Council. Council members are elected every two years on a non partisan basis and may serve for five consecutive terms. Council members elect a Council President and Vice President from among the Council. Candidates will be expected to have a strong background in consensus building, citizen engagement and a record for positive and productive relationships with the business community. In addition, candidates should have demonstrable experience in the delivery of efficient and effective services that focus on customer relations.

The ideal candidate will be a skilled negotiator with experience in municipal management in a community with a college, university or other large institution or corporation. Additional skills include well developed management and leadership abilities, financial management, economic development and collective bargaining. The position requires a master's degree along with 10 years of progressive executive level city management profession experience or an equivalent combination of education and experience which provides the skills and abilities necessary to perform the job. Candidates must possess an approachable, welcoming style with the community and staff, and a genuine desire to be visible and engaged with all members of the community. A collaborative, team-oriented management style is essential. Residency in Oberlin is strongly desired.

Starting Salary: \$120,000 +/- depending on qualifications and experience. Candidates should apply by June 17, 2016 with résumé, cover letter, and contact information for five professional references to Heidi Voorhees at www.GovHRUSA.com/current-positions/recruitment. Tel: 847-380-3243. Equal Opportunity Employer.

City of Park Ridge, Fiscal Technician II

The City of Park Ridge's Finance Department is seeking applicants for the full-time position of Fiscal Technician II. Responsibilities include, but are not limited to, monthly billing and invoicing; tracking city revenues and receivables and debt collections; tracking revenue related contracts; assisting with Utility Billing; serving as a back-up to the cashiers; and interacting with the general public & other City departments. This position requires a strong attention to detail, excellent organization skills, and the ability to multi-task. General knowledge of financial transactions, accounting principles and practices, including their application to billings and collections preferred. Minimum requirements include, HS diploma/GED, 3 to 4 years of

experience, proficiency in Microsoft Word, Access, and Excel. Excellent customer service and oral communication skills are a must. General work hours include: Monday – Friday, 8:30 a.m. to 5:00 p.m. Starting annual salary is \$39,794 plus benefits. Position is open until filled.

Submit Application for Employment and resume to HR Generalist, Annie Eriksson, via email aeriksso@parkridge.il.us or by U.S. Mail:

City of Park Ridge
Attn: Human Resources
505 Butler Place
Park Ridge, IL 60068
EOE M/F/D/V

City of Elmhurst, Accountant

This professional and results oriented position performs and coordinates accounting functions, ensures proper internal controls, and provides work direction to other accounting staff. Under the general supervision of Assistant Finance Director, this position maintains general and subsidiary ledgers, accounting records and controls. Duties include preparation of monthly and quarterly reports, preparation of journal entries, reviewing trial balances and making adjusting and closing entries, preparation of multiple complex bank reconciliations, preparation of and reconciliation of multiple aspects of the payroll and accounts payable functions, assisting with preparation of the annual city budget and the annual audit, and managing special projects as assigned.

Qualifications

Bachelor's degree in accounting or closely related field, CPA or CPFO preferred

Experience with financial and / or accounting computer systems

Three (3) to Five (5) years of experience performing a variety of accounting functions including preparation of journal entries and financial statements; municipal experience preferred

Requires a pleasant, well-organized, self-motivated individual who is hard working, detail and deadline oriented, and is professional in appearance and conduct. Position requires working knowledge of computer system operations with a specific emphasis on Excel and Microsoft Word, and knowledge of Sunguard / HTE systems is a plus. Position also requires skill in communicating effectively, both verbally and in writing, and the ability to work well with others in a team oriented environment to accomplish certain tasks and projects.

Wage: DOQ plus excellent benefits package. Interested candidates are encouraged to apply immediately. Submit

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

completed application and resume online at www.elmhurst.org. <http://cityofelmhurst.peopleadmin.com/postings/1403>.

Offers of employment are subject to successful completion of background check, drug screen, and physical. Closing date: June 6, 2016

Village of Lombard, Fire Chief

Lombard, IL (population 43,492) Dynamic, progressive community located 20 miles west of Chicago's loop in the heart of DuPage County midway between Lake Michigan and the Fox River valley. The community encompasses 10.5 square miles and is a residential community with a thriving commercial base. The Village is bounded on the west by I-355 and on the south by I-88. This position reports to the Village Manager and works as part of the executive management team for the Village.

The Fire Department employs 64 full-time sworn personnel including the Chief, three Battalion Chiefs, twelve lieutenants and forty-eight full-time firefighters. All sworn Fire personnel are paramedics. The selected candidate will administer, manage, direct, and supervise all fire department operations and programs with a \$11.8 million budget, which consists of two fire stations and a staff of 75 employees. In 2015, the Fire Department responded to 6,409 incidents of which 1,631 were fire related and 4,778 were EMS related. The Department has an ISO rating of 3. For more information about the Village of Lombard and the Fire Department go to www.villageoflombard.org.

This position will respond to emergency situations and may direct fire and rescue operations at scenes. Other responsibilities may include the coordination of Emergency Preparedness activities for large-scale emergency response; investigate the causes of fires and submit reports as required; interpret and administer firefighter collective bargaining agreement and personnel manual; enforce Village fire protection Codes; act as a liaison between the Village and citizens; and perform other functions as assigned or as required. The successful candidate will have demonstrated experience and ability in all principles and practices of fire department operations and administration theory and techniques. Strong interpersonal, written and oral communication skills required. Willingness to embrace a high performance organization is also required.

Candidates must possess a bachelor's degree in Fire Science Management or related field, master's degree preferred, with seven to nine years of progressively

responsible experience in firefighting, fire rescue, fire prevention and education, with three to five years of supervisory experience. Any equivalent combination of education, training, and experience which provides the requisite knowledge skills and abilities for this job may be substituted for a bachelor's degree. CFO or EFO is a plus. Residency is not required; however, a candidate needs to live within four (4) miles from the corporate boundary of the Village within twelve (12) months of start date.

A competitive salary, \$137,000 +/- DOQ, and an attractive benefits package will be offered. Applicants should submit a cover letter, résumé, and contact information for five professional references by June 15, 2016 to the attention of Heidi Voorhees at www.GovHRUSA.com/current-positions/recruitment, 630 Dundee Road #130, Northbrook, IL 60062. Tel: 847-380-3243; The Village of Lombard is an Equal Opportunity Employer.

Dunn County, WI, County Manager

Dunn Co, WI (pop. 44,305) County Seat: Menomonie. Progressive County with an excellent quality of life located in western Wisconsin seeks experienced local government executive to lead its organization consisting of approximately 550 employees and a \$76.1 million budget. Successful candidates will have well developed collaborative skills, a history of a team oriented management style, experience in budgeting and finance. Candidates are required to have a Bachelor's degree (Master's degree preferred) in administration or related discipline along with progressively upward administrative or executive management experience. Prior county experience is highly valued.

Salary is \$96,574 to \$126,672 DOQ. Residency within the County within 6 months of hiring is preferred. The County provides an excellent benefit package. Candidates should apply by June 5 with resume, cover letter and contact information for 5 work related references to www.GovHRUSA.com/current-positions/recruitment to the attention of Karl Nollenberger, 630 Dundee Road #130, Northbrook, IL 60062. Tel: 847-380-3240; Fax: 866-401-3100.

City/County Management in Illinois

A publication of: Illinois City/County Management Association, Illinois Association of Municipal Management Assistants, Metropolitan Managers Association, Downstate City/County Management Association, Southwest Illinois City Management Association, The Legacy Project

This newsletter is published ten times a year by the Secretariat. The deadline for ads or article submission in the newsletter is the 10th of the month prior to each month's issue.

Executive Director/Editor
Dawn S. Peters
Phone: 815-753-0923
Fax: 815-753-7278
dpeters@niu.edu

www.ilcma.org

ICMA Senior Advisors in Illinois

Ready to serve you in times of need.
Contact information for Senior Advisors:

Greg Bielawski
630-462-1876
g_bielawski@hotmail.com

Steven Carter
217-359-1338
stevenccarter@sbcglobal.net

Bob Kuntz
636-527-9068
bckuntz@charter.net

John Phillips
309-428-5495
phillipsjohn99@gmail.com

Robin Weaver
630-835-6417
rweaver3333@gmail.com

The Communication Tool for ILCMA & IAMMA



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

- Displays the most current 10 questions asked
- Enables you to search question and answer history
- Allows you to build your own profile so that it is personalized to your interests
- Ability to opt in/out of categories and tailor options for receiving information
- Ability to capture, store, sort and view all current and archived information
- See the latest questions from both associations – as well as your topics of interest
- Ability to respond to a posted question as well as an emailed question

To join please go to www.netqa.org/ILGNET/_cs/GNSplash.aspx or www.ilcma.org. and follow the instructions.