

City/County Management IN ILLINOIS

Volume 11 No. 9

Strengthening the quality
of local governance through
professional management

MAY
2016



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Calendar of Events

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

May 4
Legacy Luncheon
Arlington Heights, IL

May 5
SWICMA
Collinsville, IL

May 11
IAMMA Innovation Luncheon
Schaumburg, IL

May 19
ICMA Coaching Webinar

May 19
Metro Golf Outing
Glen Ellyn, IL

May 20
Legacy Project Conference
NIU Naperville

June 1
Legacy Luncheon
Woodridge, IL

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

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

I Happen To Know Someone...or...

Ethical Behavior Is Good For This Business!

by Cam Davis, Chair - Committee of Professional Conduct
Assistant Administrator, Lake County

I happen to know someone who has been busy these past few months interviewing for positions in both the public and private sectors. I think he's a pretty stand-up guy (NIU Grad), with a long and well known commitment to the highest ethical standards of conduct.

So what's the deal? My friend reports that every single interview process, whether public or private, included multiple questions regarding ethical practices, behavior, etc. Surprised? He was!

Interview Questions Like...

- "Have you ever found yourself in an ethically challenged situation?"
- "Tell us how you live an ethical professional life?"
- "How do you create an ethical work environment?"
- "What is ethical conduct/behavior?"

Now my friend, smart as a whip, has interviewed before. He's entering his 28th year in the profession and has a couple of jobs under his belt. But he never remembers so much interest or attention being paid to interview questions regarding ethical practices and behavior. Interestingly enough, it was the question "What is ethical conduct/behavior" that he enjoyed answering the most. In particular, my friend focused on the declaration he saw on a conference room wall, in January, at a private sector interview.

"Ethical behavior is good for this business! Demonstrate respect...period! Be honest, fair and embrace dignity. Honor individual rights!"

What a great declaration! More formally, over the years, my standard response to the "What is ethical conduct/behavior" question has been a bit stuffier.

"Being in accordance with the rules or standards for right conduct or practice, especially the standards of a profession." www.dictionary.com

No matter what your definition, my friend and I are just glad there are so many questions being asked today, in interviews, about ethical conduct and behavior. No matter what...ethical behavior is good for business! Demonstrate respect...period! Be honest, fair, and embrace dignity. Honor individual rights...now that's a declaration on which all of us can agree.

In addition, it is certainly cause for celebration when the Chair of the ILCMA Committee of Professional Conduct can end his or her term reporting that yet another year has passed without incident. The main responsibility of ILCMA's Committee of Professional Conduct is to serve as a fact-finding group to review ICMA ethics complaints or questions involving Illinois members. It is indeed a good year when the Committee doesn't meet. I want to thank the 14 members of the Committee for agreeing to serve and also express our appreciation to ILCMA members for your continued attention and commitment to ethical public service.

If you would like information about ICMA's local government ethics workshops and technical services, I encourage you to contact Martha Perego, ICMA Ethics Director.

Martha can be contacted at 202.962.3668
or mperego@icma.org.

NOTE:

ICMA Credentialed Managers (recommended in ICMA newsletter March 22)
Jennifer R. Johnsen, Campton Hills, IL



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Leigh McMillen

Vice President

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Who's Who Directory Update

Cameron Davis is the new assistant county administrator in Lake County. His new contact information is:

Cameron Davis

Assistant County Administrator, Lake County

18 North County Street – 9th Floor

Waukegan, IL 60085-4334

Phone: 847-377-2232 (Direct)

E-mail: CDavis2@lakecountyil.gov

Kate Andris is the new human resources director in the village of Hanover Park. She previously served as director of human resources in Oak Brook.

Jennifer McMahon is the new Director of Human Resources for the city of St. Charles. She was formerly the Assistant City Administrator in Warrenville. Her new contact information is:

Jennifer McMahon

Director of Human Resources

City of St. Charles

2 E. Main Street, St. Charles, IL 60174-1984

Phone: 630-377-4470

Cell: 630-777-0431

Fax: 630-377-4901

Email: jmcMahon@stcharlesil.gov



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Welcome New Members!

Laura Boll, Management Analyst/Deputy Village Clerk,
Village of Glencoe

Daniel Carlsen, Management Intern, Village of Downers
Grove

James Elmquist, City Administrator, City of Crest Hill

Benjamin Gilbertson, Management & Operations Analyst,
Lake County

Dawn Grivetti, Village Clerk, Village of Pingree Grove

Eric Guzman, Corrections Sergeant, McHenry County
Sheriff

Adam Hall, Management Analyst, Village of Glencoe

Anthony Isom, Jr., Management Intern, Village of
Campton Hills

Kelsey Langelier, Public Works Intern, Village of Algonquin

Heather McGuire, City Attorney/Assistant City

Administrator, City of Crest Hill

Mary O'Connor, Partner, Sikich LLP

Michael Penicnak, Economic Development Intern,
City of Geneva

Rick Snider, County Administrator, Champaign County

Greg Spathis, Village Administrator, Village of Peotone

Jim Sullivan, Dispute Advisory Director, Sikich LLP

Mark Uy, MPA Student, Illinois Institute of Technology

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Erin N. Duffy
Account Executive
630.285.4439
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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

Scholarships Now Available to Attend the Summer Conference

The following scholarship opportunities are available for students to attend the ILCMA Summer Conference June 22 - 24, 2016 at The Abbey in Fontana, WI:

ILCMA Summer Conference Scholarship

ILCMA is pleased to offer three (3) scholarships to its summer conference to MPA students. The scholarship provides for conference registration, which includes all meals, and room accommodations. Winners of the same gender may be asked to share a hotel room. You must be currently enrolled as a full-time student and be planning on a career in local government management (municipal or county). To apply, send a pdf file that includes a letter indicating why attending this conference would be beneficial to you and include a statement of career goals. Also include a letter of recommendation from either your intern supervisor or faculty advisor. The application should be sent by May 16, 2016 to Dawn Peters at dpeters@niu.edu

The Sommer Foundation Scholarship

The Sommer Foundation is offering two (2) student scholarships to attend the summer conference. The Sommer Foundation scholarship is available to MPA students whose focus is municipal government. The scholarship provides for conference registration, which includes all meals and room accommodations. Housing expenses will be capped at the single occupancy hotel rate and awardees of the same gender may be asked to share a hotel room in order to provide an additional scholarship. The Foundation will be accepting applications until May 16, 2016. To apply, send a pdf file with a letter of introduction and how the conference will help you meet your professional goals along with an academic or professional reference letter to:

Bob Irvin, Vice Chair

The Sommer Foundation

bob.irvin.716@gmail.com

If you have further questions, please contact Bob at 847-549-6378.

For more information on both scholarships, please visit the ILCMA website at www.ilcma.org.



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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.

Has your Community's Economic Development Strategy Pivoted from the Great Recession to the 2020s Yet?

By Drew Awsumb, Houseal Lavigne Associates

Many communities throughout Illinois are beginning to experience an uptick in the number of development proposals coming their way. For some towns, this is the first significant wave of proposed development projects in nearly a decade, and it is putting pressure on policy approaches that were designed to respond to the Great Recession.

Virtually every community welcomes new investment and development. But the unfortunate reality is that municipalities sometimes find themselves reacting to developers and proposed concepts – and doing so in a hurry. The developer may simultaneously want to move very fast while also minimizing the amount of information they want distributed to elected officials and the public. They also often request variances, complex PUD zoning, and may not be a land use or business the community anticipated in past plans. Further, the developer may request financial incentives and/or infrastructure investments.

These deals are complex and it is a lot for elected and appointed officials, the public, and staff to digest in these compressed, "pressure cooker" timeframes. Often it is this tense environment more than the project itself that leads to bad blood, stress, and misinformation, which may ultimately kill a potential development project.

So how can your community avoid this experience?

The key step is to facilitate economic development policymaking discussions with your elected and appointed officials before a developer ever walks into city hall armed with renderings, concepts, and requests for TIF dollars. The impetus is to be proactive. A policy-driven economic development model provides certainty and clarity to the development community, increasing the likelihood of securing the type of development desired.

This model can be constructed in a formal economic development strategic plan and would typically address:

Establish evaluation criteria. How do you know if a development deal is a good deal? That determination should be grounded in clearly articulated evaluation criteria. At the heart of this process is identifying what the community's economic development goals are – is it for retail sales and revenue, or employment growth, or to elevate the area's tourism market? These fundamental strategy questions need to be identified, goals set, and clear evaluation criteria established to guide decision-making going forward.



Conduct fresh market assessments. Elected officials and the public can articulate the type of businesses, housing, and other development they would like to see in the community, but sometimes it is not realistic. Your local economy, market demand, competitive position, and parcel availability all factor into site selection and development. Your community must understand these attributes and characteristics and plan for them. The critical step in executing this policy approach is to conduct regular market assessments that not only capture these factors today, but can identify your community's competitive advantages and extrapolate demand into the future.

Establish a general policy framework. Engage in policy discussions to define the circumstances in which the municipality would provide TIF assistance, issue revenue bonds, or purchase property to facilitate development. Although these discussions can be conceptual in nature, they begin an evaluation process and ready the community in a more proactive, constructive manner.

Engage other community stakeholders. While these discussions are facilitated by municipal officials and staff, other critical community stakeholders should be engaged in the process as well. This typically includes school districts and other taxing bodies, but could also involve chambers of commerce, businesses, and property owners and others where appropriate.

Do a diagnostic assessment of your current planning and zoning. Some communities have not updated their zoning codes in decades and many others have urban planning documents authored prior to 2008. In other cases the goals stated in the town's plans are not calibrated and reflected in zoning and other development regulations. As new economic development goals are established and policy is set, the municipality's planning and zoning documents need to be updated.

By implementing a policy-driven economic development model, you can ensure that your community is prepared for a new wave of investment.

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.

Collaboration that Produces Win-Win Outcomes

By Maria Storm, MGP, Inc.

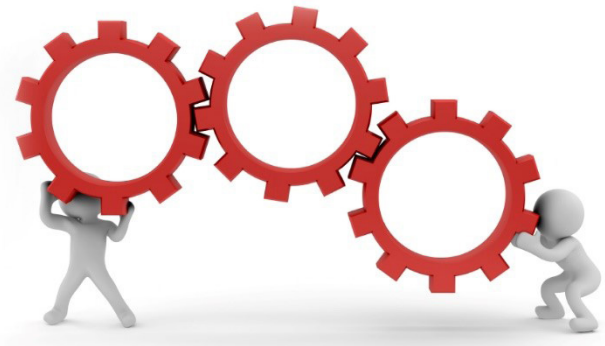
A disruptive model for collaboration was set into motion in 1998 knitting four communities together to form the GIS Consortium; in this model communities share staffing, software, and infrastructure to enhance communication and sharing of information across departments by delivering a robust geographic information system (GIS) in their communities. The charter members of the GIS Consortium included the City of Highland Park, City of Park Ridge, Village of Lincolnshire, and Village of Glencoe. Today the GIS Consortium is 32 communities strong and growing!

In the fall of 2014 the managers of these communities came together for a strategic discussion where they considered questions like, "What other big problems could we solve together?" "How can we get access to enhanced services for our residents while revenues decline and expenses rise?" "How do we leverage the buying power we have in more places?"

This article will elaborate on a project the managers found worthy of prioritizing, what they set out to achieve, and how they accomplished what they did.

The Project

The evolution of the Internet and e-commerce has changed the expectations of the general public forever. Today anyone with a computer and Internet connection can access information that is important to them instantly, make purchases online, and track the progress of those purchases on demand, 24/7.



Experiences that we are all familiar with include being able to track exactly where a package is with UPS, and receiving automated responses when the package transitions to the next station. Another example is the convenience of ordering from Amazon.com where you receive an e-mail order confirmation instantaneously when you click the "Place Your Order" button.

Whether we like it or not people have grown to expect this kind of user experience everywhere and this includes interactions with and requests from our communities.

The charter for this project set out to achieve two things:

1. Enhance service to residents through more timely and frequent communication, and
2. Empower community staff to better manage the work required by providing a better interface and better end user experience

The Team

Creating a team that would work together to achieve the goals outlined in the charter was the next step. To make this possible the managers identified the top leaders from within their communities to participate on an innovation team who would work together to achieve the desired outcome. In just 4 months' time the team used a process that included:

- Employing a model for intentional innovation
- Writing use cases
- Issuing a Request for Information (RFI)
- Selecting the top five vendors who best fit the requirements
- Conducting interviews and demonstrations

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- **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

**Metro Managers Association
Annual Golf Outing
Thursday, May 19, 2016**

Village Links Golf Club
485 Winchell Way
Glen Ellyn, IL 60137
630.469.8180



11:00AM Shotgun Start (Lunch on the course during play - Hot Dog or Brat, Chips and Drink)

4:00PM Golf contest winners, raffle prizes, appetizers and 19th hole refreshments

Cost \$65.00 per person (make checks payable to **Metro Managers) by May 5th.**

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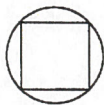
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IML Managers Monthly Column

Reflecting on a Long Career in City Management –

Lew Steinbrecher, Moline, IL City Administrator & Member, IML Managers Committee

At the September 2015 ICMA Annual Conference in Seattle, Washington, I received my 40 year service award, and with my pending retirement a year or so from now, I thought it might be appropriate to share some thoughts and memories with my colleagues. Perhaps there may be some helpful insights or experiences that young local government professionals might find useful in their careers.

The one constant I have held from my youth until now is the belief that I can make, and have made, life for the residents in the community I serve(d), better. After college, my first professional employment was with a regional planning commission as a planner in resource management and future land use which led to enhancing my finance skill and becoming an economic development professional. Grant writing and technical assistance to local units of government gave me exposure to city managers where I quickly recognized as my ultimate career path to truly impact and improve the lives of people at the community level. I returned to graduate school part-time while still working for the regional planning commission and transitioned into my first municipal manager's position and earned my master's degree in administration.

Economic Development and finance have been my skill strengths and strongest interests throughout my career and, I believe, my success. After serving as municipal manager in a small town for a few years where I successfully wrote four different grant applications all used to expand the municipal wastewater treatment plant requiring only 10% local matching funds, I moved to a much bigger city as its Assistant City Manager and Economic Development Director. The most powerful learning experience during this opportunity was how NOT to manage employees and how NOT to build relationships with elected officials. This particular learning experience has served me well throughout my subsequent career.

In 1987, I moved to another Midwest state as a City Administrator and enjoyed both professional and social success in a community that felt like my hometown. It truly was one of my happiest experiences and with a successful redevelopment of an old industrial superfund site into a mixed-use residential, commercial, and public riverfront open space park land, I felt the itch for another challenge elsewhere. I took the City Manager's job at an old heavy industry town where only one of four iron foundries was



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still operating with a large (40%) minority population. I developed a deeper appreciation of governmental social programs and greater understanding of cultural differences which helped me become a better municipal manager by broadening my awareness of different ways to improve the lives of local residents.

Before coming to Moline, I was the City Manager in a large college town where I was exposed to the dynamics between the more progressive thinking at the university and traditional blue-collar labor oriented attitude of the town folk. There was also the challenge of student rental housing encroaching into the established single family housing neighborhood as more and more of these large older homes were converted into renter-occupied units. But Moline has been my greatest experience as evidenced by the fact that I've been its City Administrator now for over eleven years, by far my longest stay anywhere during my career. Contributing to this success has been a very good team of professionals on the administrative staff and a stable supportive city council, even with its normal turnover of elected officials.

While there have certainly been a fair share of bad days or bad weeks with heavy laden challenges in every position, there have been more positive success to remember when looking back on a career of personal and professional choices. I've enjoyed good jobs working with a variety of teams of competent professionals and departmental managers who share a common commitment to public service. Successful teamwork includes healthy doses of mutual respect and team building coupled with humor and different perspective that encourage open dialogue on issues among administrative staff.

Some memories of this adventure that are comical, but they still do bring a smile. Once, a city council member stated at a public council meeting that you can't believe in rumors, you can only believe what people tell you. Another time, a fellow attends a city council meeting wearing Bermuda shorts, a t-shirt, cowboy boots, a tool belt, a robe,

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continued from page 10

a judge's wig, hard hat, carrying a brief case, and bouncing a basketball. The briefcase had nothing but blank white sheets of paper that he rustled and then addressed the council using his full three minutes talking about why he needed more than three minutes to talk. Then there was the time during a city council discussion on a motion, there was a silence just as the newspaper reporter sitting in the front row of the audience section passed gas. There was a Cub Scout Troop there too. I tried so hard not to laugh along with the clerk, mayor and half the council members that one of the Cub Scout moms asked me afterwards if I was sick because she thought I was ill and thought I was going to vomit.

All in all, a good career filled with many good friends and memories.



continued from page 7

- Creating an executive presentation and project summary for the managers
- Delivering their recommendation to the managers

The team's recommendation was to partner with Accela for their Public Stuff Pro application, and to date 16 communities have joined forces by establishing an intergovernmental cooperation to forward the work of this project.

The Negotiation

The communities of the GIS Consortium were already accustomed to purchasing services together in order to obtain volume discounts and the negotiation with Accela was no different. The communities wisely approached the negotiation from a win-win point of view, and it worked very well.

The negotiation team created a list of wins for the communities and equally compelling list of wins for Accela some of which included:

- a low cost of sales and implementation
- expansion in Illinois
- a one-of-a-kind consortium engagement that would be press-release worthy, and
- potential to have 16 successful implementations of the solution

The outcomes of the negotiation included volume discounts on both the subscription price and software integrations as well as a lower cap on the potential price increase annually. The pricing is also exclusive to the GIS Consortium workgroup.

The Governance

Standards are one of the things that make the GIS Consortium staffing model efficient and effective and the team believed the same would be possible for this solution. Service request types and the knowledge base looked immediately ripe for standards. To date the team has completed developing a standard list of just over 100 service request types which can be used to measure performance, establish accountability and ultimately serve the residents better.

Local government has always solved tough issues and these communities are experts at doing this together.

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Scholarships Help First-Timers Attend Conference

As part of its ongoing commitment to attracting a wide and diverse group of people into the local government management profession, developing and mentoring early-to-mid-career professionals already in the field, and helping members working in smaller communities, ICMA is accepting applications to its 2016 Conference Assistance and Stene Academic Scholarship programs.

CONFERENCE ASSISTANCE SCHOLARSHIPS

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

1. The Young Professional Scholarship
2. The Workplace Diversity Scholarship
3. The Small Community Employee Scholarship

To be eligible for any of ICMA's Conference Assistance Scholarships, an applicant must:

- Be an ICMA member at the time of application.
- Be a first-time ICMA Annual Conference attendee (this requirement is not applicable to persons who attended a past conference as a student member).
- Be a full-time local government employee (no part-time interns).
- Submit a completed application form.
- Demonstrate, through an essay, an avid interest in a career in local government management.
- Submit two recommendation forms signed by local government managers or administrators who are familiar with your work.

Applications are due by May 31. Address questions to Felicia Littky at flittky@icma.org.

*Members in Transition: MITs are granted complimentary registration to the ICMA Annual Conference. There is a limited amount of funds available to provide travel stipends to MIT members. Contact Rosalyn Ceasar at rceasar@icma.org or 202/962-3544.

STENE ACADEMIC SCHOLARSHIP PROGRAM

Each year, ICMA selects a graduate school student as the recipient of its \$1,000 Edwin O. Stene Academic Scholarship, named in memory of Kansas University Professor Edwin O. Stene. ICMA also will provide the Stene scholarship recipient with complimentary registration to its 2016 annual conference. (Travel and housing expenses are not included in the Stene Scholarship stipend.)

To be eligible, a student must be enrolled by September 2015 as full-time graduate student specializing in local government at a college or university recognized by the National Association of Schools of Public Affairs and Public Administration. An applicant must have had little or no full-time experience in local government, internships excluded. Application requirements are on the ICMA website. Applications are due by May 31. Address questions to Felicia Littky at flittky@icma.org.

ILCMA Offers Scholarship to ICMA Conference

In order to encourage attendance at the ICMA annual conference, ILCMA and ICMA are pleased to announce they will provide financial assistance to ILCMA members, who are also members of ICMA, wishing to attend their first ICMA conference. ICMA will waive conference registration fees to the annual conference for two ILCMA members. ILCMA will in turn match the dollar amount of those fees to help defray transportation and housing fees. This is an excellent opportunity, particularly for members from communities that do not have the resources to allow their staff to travel to national conferences.

To qualify, applicants must be a full (corporate/voting) member of ILCMA and be attending their first ICMA conference. If you are not an ICMA member, ICMA is offering a 50% 1st year's dues discount to state scholarship recipients. To apply send a brief letter explaining how you and your community would benefit from receiving this award. Along with the letter, please enclose an up-to-date resume. Applications are due in the Secretariat office no later than June 7. The ILCMA Awards and Scholarship Committee will make a final decision on award recipients around the first week of July. ILCMA will notify ICMA of the names of award recipients indicating they are entitled to a waiver of the conference registration fee.

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Call for ILCMA Committee Volunteers

Have you wanted to get more involved with ILCMA, but just haven't gotten around to it? Well, now's your chance as the following 2016-2017 Committees need members:

ILCMA Conference Committee

Chair – Pres Elect – Barry Burton, Lake County
Co-Chair – Vice President – Mike Cassady, Mt. Prospect
The Conference Committee shall plan and organize the summer and winter conferences. The Conference Committee shall be divided into two subcommittees in order to divide the labor of planning the conferences. The Committee make-up shall be as follows: two representatives from each affiliate (one to serve on the Summer Conference Subcommittee and one to serve on the Winter Conference Subcommittee) and a representative from the host cities for the summer and winter conference when appropriate. There should also be geographic representation on each of the Subcommittees.

Summer Conference Committee

Eagle Ridge, June 14 – 16, 2017
2016-17 Chair – Barry Burton, Lake County
The Summer Conference Subcommittee shall plan and organize the principal annual Association conference held in June, which includes the Annual Business Meeting.

Winter Conference Committee

Hotel Pere Marquette, Peoria, IL Feb. 8 - 9, 2017
2016-17 Chair – Mike Cassady, Mt. Prospect
The Winter Conference Subcommittee shall plan and organize the Association conference held in February.

Professional Development Committee

2016-17 Chair – Randy Recklaus, Arlington Heights
The Professional Development and Education Committee shall provide information and guidelines to further the continuing education of its members. In addition, the committee assists ILCMA members in achieving continuing education goals for their respective organizations and in periodically reassessing the professional development and continuing education goals of the ILCMA membership. There shall be a commitment to the ICMA credentialing program so members are able to achieve professional development goals. The committee is in need of representation from all affiliates as well as the general membership.

Membership Services Committee

2016-17 Chair – Moses Amidei, Wadsworth
The Membership Services Committee shall evaluate current services and provide recommendations on additional member services. The committee shall be responsible for facilitating a survey of the membership every two years. Over the past few years the committee has also focused

on diversity initiatives, membership development, and recruitment.

Promote the Profession Committee

Current Chair – Andrianna Peterson, LaGrange; 2016-17 Chair TBA

The Promote the Profession Committee shall coordinate activities to promote the local government management profession to cities, villages, counties, and townships throughout the state. The committee shall also coordinate activities and provide information about the profession to educational institutions.

If you are interested in serving on any of the above committees, please contact Dawn S. Peters by June 12, 2016 at dpeters@niu.edu or call her at 815-753-0923.



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IAMMA May Luncheon

Wednesday, May 11, 2016

Location:

Westwood Tavern (1385 N Meacham Rd, Schaumburg, IL 60173)

Time:

Networking/Check-in 11:30a.m.

Lunch: 12:00 P.M.

Cost: \$25.00 for IAMMA

Members \$30.00 for Non-IAMMA

Members

Please RSVP for luncheon by the Friday Prior to the Event

[RSVP Here](#)

Topic: Innovation in Local Government

Join us for a discussion on the topic of innovation in Local Government. Hear from other professionals about current trends, tips, and innovations that are being implemented in other communities to improve service deliveries and decrease costs.

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.

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
Eric Tison	cubguy77@comcast.net	815-956-0156
Jim Snider	jwsiss12@yahoo.com	309-713-6788
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

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.

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IAMMA ANNOUNCES AWARD WINNERS

At the 20th annual IAMMA conference held in Naperville on April 22, 2016, IAMMA announced its 2015-2016 IAMMA award winners. The following individuals were recognized by the IAMMA Board of Directors for their commitment to the organization and their dedication to the profession. Congratulations to the following outstanding individuals:

Outstanding Manager Award

Anne Marrin, Village Administrator, Village of Fox Lake

Gregory F. Ford Outstanding Member Award

Jennifer Maltas, Deputy Manager, Village of Buffalo Grove

Outstanding Member Award – Service

Charles Meyer, Assistant to the Village Manager, Village of Lincolnwood

Outstanding Member Award – Intern

Sam Barghi, Intern, Village of Deerfield



Pictured above from left to right: Sam Barghi, Anne Marrin, Jennifer Maltas, Charles Meyer.



Recruiting Talent Takes Team Effort

by Julie Underwood, Assistant City Manager, City of Daly City, CA

Small beginnings HUGE dedication

For over the last dozen years, CAL-ICMA and the City Managers Department of the League of California Cities have been engaged in a statewide initiative to prepare the next generation of public servants. They recognized that local government organizations needed to proactively address the significant wave of Boomer retirements. City and county managers across the state committed themselves to training tomorrow's leaders. The primary focus has been twofold: 1) talent development for those already in the pipeline, and 2) attracting new talent, specifically Millennials, to choose local government as a career.

One step at a time

When thinking about how to scale this effort, our advice is to start small. CAL-ICMA started with the Coaching Program. This program was designed to accelerate learning on a wide range of relevant topics from working effectively with elected officials, managing social media, and public engagement, just to name a few.

We are excited that the Coaching Program has gone nationwide! These interactive webinars provide access to real-time learning from highly qualified managers, free of charge.

Partnerships expand the reach

Over time, we have expanded our partnerships with other key stakeholders such as the International Hispanic Network, Municipal Management Association of Northern California (MMANC), Municipal Management Association of Southern California (MMASC), and Emerging Local Government Leaders (ELGL). These partnerships have helped recruit talent and promote the program.

continued on page 22

continued from page 21

Talent exchange celebrates 10 years

Senior managers in the Bay Area have been actively involved in the Next Generation of Silicon Valley Committee, led by Frank Benest, retired city manager of Palo Alto. One of the most popular programs that the Committee created is the Management Talent Exchange Program (MTEP), which recently celebrated its 10th anniversary!

This program is primarily focused on developing those in the pipeline by rising stars are placed in another agency for three months. For example, a fellow who works in an operational department such as police or public works would work in the city manager's office. Or someone who works for a county will work for a city. This exposure provides these fellows with an opportunity to work on a special project (or several projects), to shadow executives, and to diversify their local government connections.

Job Shadow Day

The Next Generation of Silicon Valley Committee continually works to broaden the reach into local schools and colleges. To reach high school students, many of the Bay Area agencies offer a "Job Shadow Day," which naturally falls on Ground Hog Day. Students "shadow" department directors in the morning and wrap up their experience with a pizza lunch.

New informal programs on the rise

Some efforts are informal and organic. For example, recently ELGL and MMANC partnered to host an event targeted to undergrad and graduate students. This event titled, "Land your First Local Government Job," was held at a restaurant near transit, during happy hour. ELGL and MMANC connected with the Next Generation of Silicon Valley Committee, who helped recruit local government executives. These executives were program speakers and walked students through the hiring process. This event had a nearly one-to-one ratio of students and executives and was free. We're pleased to announce that from that event, a recently graduated master's student landed his first local government job!

Lessons learned

We believe many of these efforts are scalable and can be launched and supported with a team effort. Here are our lessons learned:

- It takes time to create - start small. Consider organizing a "speed coaching" at an upcoming conference by recruiting city/county manager volunteer coaches.
- Recognition and awareness was challenging – unless recruitment and retention is a priority for your city it can be a challenge to obtain and sustain support.
- Champions are needed to constantly poke at peers to make sure this is a priority.
- It's important to make sure that the continued efforts are sponsored at the state and regional level.
- Create committees – it helps to spread the workload, provide diversity, and prevent tunnel vision.
- We continue to see a hesitation of less seasoned staff asking managers to be their coach or mentor – it's actually an honor to be asked and most who are fully committed would love to be asked.

Going forward

Going forward our ultimate challenge is with all managers at all levels in all departments embracing their changing role. Their roles must be redefined to include talent scout, career coach, and mentor. No matter where one falls in the organization, we all have a responsibility to foster the next generation of local government leaders.

About

ILCMA and the Alliance for Innovation are partnered in efforts to provide members of both organizations exposure to national innovations along with sharing the innovative initiatives and projects of IL local governments.

The Alliance is a network of local governments driving innovation throughout their organizations. You can learn more about the Alliance for Innovation and or the joint Alliance and ICMA Knowledge Network at www.transformgov.org or contact your Regional Director, Greg Stopka at gstopka@transformgov.org.



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
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C onference at a Glance...

- 8:00 AM Registration & Continental Breakfast
- 8:30 AM Engaging Local Government Leaders
Social Media Session
- 9:00 AM Opening Key Note by Pat Martel
Leading Confidently into the Unknown
- 10:30 AM Choice of Breakout Sessions
- ♦ Tips to Build Your Own Professional Path/Experience with Confidence
 - ♦ Understanding & Overcoming Career Traps for Women
 - ♦ Organizational Health—A Woman Leader's Competitive Advantage
- 11:45 AM Lunch, Awards, & Business Meeting
- 1:00 PM Taking Care of Business during a Crisis by
Anne Marrin along with Yvette Heintzelman
- 2:30 PM Closing Keynote by **Katy Simon Holland: *Top Ten Leadership Secrets of Women Leaders***

Post-Conference event ~ Join Colleagues at Eddie Merlot's for further networking



Register at <http://tinyurl.com/legacyconference2016>

Job Mart

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

Village of Lake in the Hills, Director of Community Development

The Village of Lake in the Hills, a home rule community of just less than 29,000 residents with a diverse mix of business, recreation and retail resources occupying 10.3 square miles of northeastern Illinois, McHenry County, seeks an experienced professional to serve as our next Director of Community Development. The Village is governed by a President and six Trustees. The Village of Lake in the Hills employs a professional Village Administrator and Department Heads to oversee the day-to-day operations of the Village.

This position serves as the administrative head of the Community Development Department to provide leadership for and ensure efficient operation of all Village planning, building, code enforcement, and economic development activities and services.

Minimum qualifications: Bachelor's degree in Planning, Public or Business Administration and a minimum of six (6) years progressively responsible municipal community and economic development management experience required. Master's Degree with AICP, CECd, EDFP designation(s) preferred. Proven effective communication, leadership, team building, and long range strategic planning skills are required. Any combination of education and experience that provides the equivalent knowledge, skills, and abilities will be considered.

The FY16 salary range for this position is \$88,705 - \$122,495. A starting salary depending upon experience and qualifications and an excellent benefits package is offered. Residency within the Village of Lake in the Hills is not required.

A position profile and required application materials may be obtained from the Village of Lake in the Hills website at www.lith.org/jobs. Those interested and qualified, should apply at once, in confidence, with a completed job application, cover letter, résumé, five (5) professional references, and salary history online at www.lith.org/jobs. Application materials will be accepted until this position is filled. The Village reserves the right to select only the most qualified applicants for an interview. EOE.

Village of Lake Bluff, Building & Engineering Technician

The Village of Lake Bluff, IL (pop: 5,722), a Chicago suburban community where its small size, unpretentious charm, and easygoing spirit sets it apart from the rest of the North Shore, seeks a highly qualified individual to serve as its Building and Engineering Technician. The Building and

Engineering Technician (non-exempt position) is a part-time seasonal position (from June through November). Reporting directly to the Building Codes Supervisor, this position is responsible for reviewing plans and permit applications, performing field inspections, investigating building code, zoning code, property maintenance violations among others, enforcing violations and regularly communicating with property owners, contractors, Village staff and the general public regarding code and other legal requirements.

The selected candidate will have excellent interpersonal communication skills and a knowledge of building and zoning principles, practices and methods as applicable to a municipal setting and will be competent in the technical knowledge required to administer and enforce municipal code regulations and resolve problems. Also important to this position is a strong customer service orientation balanced with a proactive philosophy of enforcement.

Requirements: Minimum high school diploma or equivalent supplemented by the completion of construction-related course work or an apprenticeship program or five (5) years of practical experience in construction or building and code enforcement. In addition to a 4-year degree, previous municipal inspection experience, or equivalent is preferred. Possession of an International Code Council certification as a residential building inspector is a plus. Experience with MSI or HTE building permit software is a plus. Valid driver's license and safe driving record is required.

Salary: Starting salary range: \$17.50 to \$30.00 per hour DOQ; no benefits.

Applications: Interested candidates are encouraged to immediately submit a Village of Lake Bluff Employment Application (available at (<http://www.lakebluff.org>), cover letter, resume and 5 work-related references to the attention of Carol Weatherall, Administrative Secretary, 40 E. Center Avenue, Lake Bluff, IL 60044, by 4:00 p.m. on May 20, 2016. Full job description available at <http://www.lakebluff.org>.



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Village of Lincolnwood, Accountant

The Village of Lincolnwood, Illinois (12,590 – 2010 census) is a diverse and professionally-managed home-rule municipality on the northern border of the City of Chicago with a unique blend of residential, commercial, and manufacturing areas. The Village is seeking an individual interested in a diverse work environment that encompasses several fields of accounting. The Accountant is responsible for preparing and maintaining all subsidiary account ledgers, schedules, reconciliations to the general ledger, and bi-weekly payroll. This position also has a role in the administration of the Finance Department by assisting in the annual budget and audit process.

The Village of Lincolnwood offers a diverse and competitive benefits package for employees. The Accountant will be enrolled in a defined benefit pension plan through the Illinois Municipal Retirement Fund along with access to medical, dental and life insurance. The salary range for this position as of May 1, 2016 is \$64,170.12 to \$84,704.56 plus an educational stipend for employees with a Bachelor's Degree equal to 1% of base salary. The regular hours for the position are 9:00 a.m. to 5:00 p.m. Additional benefits for the position include paid sick, vacation, and holiday time, access to a 457 retirement plan and a Flex 125 plan. This position is classified as a full-time, exempt, non-union position.

The candidate's education and experience shall include a Bachelors of Science in Accounting or related field from an accredited university. Three to five years of accounting experience in a public sector setting is desired. The Village encourages professional development and provides employees with the opportunity for continuing education and personal growth. The successful candidate will possess the following characteristics and abilities: outstanding attention to detail and accuracy, interpersonal skills, personal integrity, respect, and a passion for public service.

This position serves under the direction of the Finance Director who reports to the Village Manager. The Village has an annual budget of \$35 million with 90 full-time and 180 seasonal part-time employees. The Accountant is responsible for independently maintaining complete sets of accounting records, and for participating in the collection and recording of detailed municipal fiscal transactions in an automated environment. This position is responsible for a variety of Village accounting operations and assists with more complex accounting functions and problems. To apply, send resume and cover letter to Amanda Pazdan, Management Analyst, 6900 North Lincoln Avenue, Lincolnwood, IL 60712, or by email to apazdan@lwd.org no later than Wednesday, May 4, at 4:00 p.m.

Village of Lincolnshire, Assistant Village Manager/Community and Economic Development Director

Lincolnshire, IL (7,275), a home rule community located in Lake County, Illinois, approximately 34 miles north of downtown Chicago, seeks candidates with strong communication and analytical skills and who have a commitment to innovation and best practices to serve as its Assistant Village Manager/Director of Community Development. Lincolnshire is one of the area's premier suburbs with excellent schools, generous open space areas, vibrant businesses and corporate centers, winding roads and beautiful residences. Lincolnshire is also home to Stevenson High School, a nationally ranked high school with more than 5,000 students. The community was planned around its mature trees, giving neighborhoods a distinct rural charm.

The Village is a full service community with a \$23 million budget and 66 full time employees. There are also 7 part time employees and 20 seasonal employees. The Assistant Village Manager/Director of Community Development position is a new position and will report to the Village Manager. The successful candidate will be expected to have a high level of general administration/management/leadership skills and ideally a background in planning and/or community development. The Community Development Department currently has a vacant planner position, an economic development coordinator, a building official, an administrative assistant and a part time code enforcement officer. Most of the Village's inspections and plan review functions are outsourced.

A candidate for this position must be an exceptional communicator, with well developed verbal and writing skills and ability to thoughtfully engage employees at all levels of the organization. Candidates must be passionate about working with all facets of the community including community organizations, advisory boards, residents and the business community. A commitment to facilitating the development and permitting processes in an expeditious manner while maintaining Lincolnshire's regulatory standards is important.



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Candidates must have a bachelor's degree in public administration, planning, business or related field. A master's degree is highly desirable. Candidates must have at least 5 years of experience in a position requiring strong analytical skills, effective interactions with the public and ability to lead cross functional teams in a collaborative and results oriented manner. Supervisory experience is desired. Experience in or commitment to state of the art municipal service delivery including shared and consolidated services is very important. Experience effectively incorporating technology in customer service and service delivery is also valued.

The Village of Lincolnshire offers a competitive benefits package and is an Equal Opportunity Employer. Starting salary: \$ 110,000+/- DOQ. Candidates should apply at once but no later than May 16, 2016 with resume, cover letter and contact information for 5 professional references to www.GovHRUSA.com/current-positions/recruitment to the attention of Heidi Voorhees and Paul Harlow, GovHR USA , 630 Dundee Road #130 Northbrook, IL 60062 Tel: 847-380-3240; Fax: 866-401-3100. Residency not required.

Lake County, Deputy Director of Information Technology

Lake County, IL (pop. 703,462) Lake County, IL located in northeastern Illinois along the shore of Lake Michigan, 30 miles north of Chicago, seeks dynamic, progressive information technology professionals with proven leadership skills as candidates for the next Deputy Director of Information Technology.

Lake County is a large, complex organization consisting of more than 30 departments and divisions that provide services including law enforcement, water and sewage treatment, public health, criminal justice, transportation, public works, land use planning, building inspections, and emergency management. The county has 2,800 employees, a \$450 million budget and is governed by a 21 member elected Board. The Deputy Director of Information Technology reports to the Director of Information Technology, will be expected to work effectively with elected officials and department heads, and thrive handling complex projects in a fast paced environment. The Information Technology Department has a budget of approximately \$12,100,000 and a staff of 59 for FY2016.

The position requires the oversight of multiple functions such as information security, administration, applications, technical services, customer services and GIS. The successful candidate will demonstrate excellent communication skills and significant career success in

managing projects, and building collaborative, effective relationships with stakeholders at all levels. Additional experience in IT infrastructure strategic planning and development, and policy development is desirable. Minimum requirements include a bachelor's degree in business administration, computer science, public administration, or a related discipline; and a minimum of ten years of experience in information technology, with at least five years in a supervisory capacity, including significant experience interacting with executive stakeholders. The expected hiring salary range is \$120,000 to \$140,000 depending on qualifications and experience. Excellent benefits package. Submit resume, cover letter, and contact information for five professional references by May 9, 2016 to www.govhrusa.com/current-positions/recruitment to the attention of Joellen C. Earl, GovHR USA LLC, 630 Dundee Road, Suite 130, Northbrook, IL 60062. Tel: 847-380-3238.

City of Highland Park, Engineering Inspector

The City of Highland Park is seeking a full-time Engineering Inspector to assist in developing, planning and organizing projects for the Capital Improvement Program. The Engineering Inspector coordinates and performs field inspections; manages assigned jobs during construction of subdivision and various municipal improvements and maintains field construction records and other civil engineering work of a paraprofessional nature in the field and the office.

Position Duties and Responsibilities:

Coordinates, inspects and manages assigned jobs during construction of subdivision and various municipal improvements to ensure that work is constructed per specifications and adheres to State standards and City Code. Tracks, measures and calculates quantities of materials installed.

Position Qualifications:

Education: Graduation from high school or GED equivalent supplemented with at least two years of college in a construction engineering related discipline or equivalent experience; an Associate degree in construction engineering or a related field preferred.

Experience: Four years of construction related experience is desirable, preferably in local government. Experience in the use of computers is required. Certification or license: A valid Illinois driver's license or equivalent.

Required Knowledge, Skills, and Proficiencies:

Must be able to read and understand construction plans, specifications and construction methods relating to a project; must understand the occupational hazards and the safety and precautionary actions necessary in performing the construction work inspection. Must be able to explain the construction process in non-technical

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terms. Working skill in exercising good judgment, maintaining confidentiality, and making responsible decisions in accordance with established policies and procedures; prioritizing, organizing, and performing work independently; operating a personal computer with the software and programs necessary to perform the work of the department; planning and maintaining complex office and record keeping sequences and systems; communicating effectively orally and in writing; composing and preparing correspondence. Skill and diplomacy in establishing and maintaining effective working relationships with public officials, employees, staff, resource and community organizations, and the general public and to effectively and discreetly convey information. Salary: \$60,000.00 - \$70,000.00 Annually

Application Process: The position will be opened until filled. Please complete a city application on our website <http://www.cityhpil.com/employment>.

City of Highland Park, Fire Inspector

The City of Highland Park is seeking a full-time Fire Inspector to ensure the safety of people and structures from fire hazards by performing inspections and re-inspections of a variety of structures including existing buildings, new construction, and remodeled structures for items relating to fire safety and required fire protection systems.

Position Duties and Responsibilities:

Conducts Life Safety inspections and re-inspections of commercial, industrial, multi-family residences, public, institutional buildings and temporary structures; checks for compliance with city, state and federal fire codes, ordinances and statutes as to fire hazards and fire protection equipment; secures correction of violations noted or institutes legal action for correction, if necessary. Uses, interprets and enforces the current municipal and adopted codes. Conducts inspections of new and existing structures that include: School inspections, tank inspections, paint booth inspections, plan review, occupancy load calculations, letters of intent, fire alarm issues, sprinkler system inspections, hood and duct system inspections, change of occupancy and change of use and ownership. Investigates complaints of possible fire hazard conditions, determines if fire hazard is present and initiates action to secure correction if a fire hazard is determined to exist.

Position Qualifications:

Education: Must possess a High School diploma or GED equivalency. Certification or license: State of Illinois Fire Prevention Officer I Certification and Valid Drivers' License

are required. Fire Prevention Officer II certification from the State of Illinois is desirable.

Required Knowledge, Skills, and Proficiencies:

Knowledge of fire prevention methods, adopted fire codes, city and state fire ordinances, federal statutes and regulations relating to fire prevention. Knowledge of building construction, construction methods and materials, sources and types of fire hazards, fire prevention devices and fire protection systems and equipment. Ability to recognize hazardous conditions and to enforce codes and regulations firmly, tactfully and impartially. Ability to read and interpret building construction plans and specifications and to recognize deviations from such plans. Ability to establish and maintain effective working relationships with property owners, occupants, contractors, the public and internal customers in achieving fire prevention goals. Salary: \$23.12 - \$28.89 Hourly

Application Process: The position will be opened until filled. Please complete a city application on our website <http://www.cityhpil.com/employment>.

Village of Homewood, Community Marketing and Events Director

The Village of Homewood seeks a Community Marketing and Events Director to lead and advance its marketing, communication and community event activities.

We seek a candidate who is creative, innovative, and driven with the ability to develop, manage, and execute multiple, simultaneous marketing campaigns and community events. You must be committed to advancing and communicating Homewood's brand, amenities and opportunities as a premier suburb in which to live, work and play. We want a big thinker. This is a high impact role, where you will work with the Village Manager & Village President to identify creative new marketing and event initiatives. Using digital and traditional media, you will be responsible for generating inbound interest in our community and initiating internal and external outreach activities to residents, potential residents, businesses and developers.

The fundamental marketing objectives of Homewood are to increase awareness of the community's amenities, characteristics and livability, and to achieve a sustainable competitive advantage. Strategies to achieve these objectives include all basic, short-term and long-term marketing activities, such as public relations, social media, advertising, community events, and programs that contribute to Homewood's core marketing goals and objectives.

The Director must be able to build on Homewood's reputation of being a creative community with award-winning and proven marketing strategies. You must establish your position as an idea generator and objective facilitator, be able to listen and incorporate a wide

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range of views and embrace the Village's vision to be a collaborative and progressive organization, future focused and committed to excellence.

The ideal candidate will have at least five years of marketing experience with a proven track record in creating campaigns, brand development, digital design, management, and experience with small brand advertising. The individual is expected to have College degree in marketing, communications, public relations, or equivalent. An advanced degree or specific training relevant to this position is highly desirable.

The Village of Homewood is offering a competitive salary commensurate with experience and a comprehensive benefits package.

HOW TO APPLY

Applicants should forward a cover letter and resume to the Assistant Village Manager, Mike Marzal, at mmarzal@homewoodil.gov no later than May 9, 2016.

City of Des Plaines, Director of Community and Economic Development

Des Plaines, IL (58,364) The City of Des Plaines is a vibrant, diverse collection of residential, commercial and industrial land uses strategically located in the northwest suburbs of Chicago approximately 17 miles northwest of downtown Chicago near O'Hare International Airport. The City is seeking highly professional, energetic and accomplished candidates interested in serving as its next Director of Community and Economic Development. Des Plaines is home to a breadth of accessible, affordable and connected neighborhoods that are some of the city's greatest assets. In Des Plaines, downtown high-rise condos take the stress out of living and commuting. The Community and Economic Development Director can expect to work on maintaining the City's vitality and momentum through business recruitment and retention and guide an engaged and supportive residential and business community. The Director is appointed by the City Manager. The Department includes 12 full time positions including planning, building and public health professionals. Qualified individuals will be expected to have a minimum of seven years' experience including a leadership position in a community development department of comparable complexity, preferably with demonstrated experience in economic development and a record for effective relationships with the business community. Position requires Bachelor's degree in planning, public administration, or related field; a Master's degree in a related field is strongly preferred with AICP designation a plus. Candidates should possess a team-oriented style of leadership; comprehensive knowledge of



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modern planning and economic development concepts, principles, strategies, practices, and techniques; a creative, problem-solving approach; well developed interpersonal and oral/written communication skills. Starting salary \$120,000+/-, depending on qualifications and experience. Residency is not required. Please apply via our online application system at www.govhrusa.com/current-positions/recruitment. Please send résumé, cover letter, and contact information for 5 professional references by May 18, 2016 to Heidi Voorhees, President, GovHR USA. TEL: 847/380-3240.

Village of Huntley, Assistant Director of Public Works

The Village of Huntley (current estimated population +/- 26,000) located in southern McHenry County and northern Kane County is accepting applications for the full time position of Assistant Director of Public Works (ADPW). Huntley is a vibrant, growing community with a new \$200 million hospital opening in August and \$100 million in transportation infrastructure improvements completed within the last five years.

The Village is seeking an ADPW to help lead the Public Works Department consisting of 32 full-time employees within five divisions: Administration; Buildings and Grounds; Engineering; Streets, Underground Utilities and Fleet Services; and Utilities (Water and Wastewater). This is a new hands-on position with an emphasis on overseeing the daily operations of the Department. The ADPW will report to the Director of Public Works and is expected to assist the Director in leading the Department through direction, coordination, and staff development to provide the highest level of service to the community. The ADPW will serve as the Director of Public Works in the Director's absence.

The ADPW will assist with the planning, operation, and maintenance of streets, streetlights, infrastructure, Village vehicles and equipment, Village-owned buildings and grounds, and water and wastewater facilities. The ADPW will work closely with the division superintendents to plan and carry out the daily activities of the Department and to engage in long-range planning to address Village infrastructure needs.

Candidates should have a strong, hands-on background in municipal public works, resulting in progressively responsible positions. A comprehensive job profile is available at www.huntley.il.us.

Associates Degree or higher from an accredited college or university with major course work in construction management, engineering, environmental sciences, or a

related field preferred. At least seven years of supervisory experience within the field of public works, with experience relating to construction, maintenance, and repair of roadways, equipment, and facilities required. Must have a valid Illinois driver's license and acceptable driving record. Must possess or be able to obtain within a 30-day period a current and valid class B CDL Illinois Motor Vehicle Operator's license. Word and Excel skills a must. Salary is highly competitive with an excellent benefits package. The Village of Huntley is an equal opportunity employer and affords equal opportunity to all applicants without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state, or federal laws.

Interested candidates are required to send a resume, salary history and five (5) work related references to:

Human Resources

Village of Huntley

10987 Main Street

Huntley, IL 60142

email: choover@huntley.il.us

Boone County, County Engineer

The County of Boone, Illinois (pop. 54,000) is seeking a highly motivated individual to fill the position of County Engineer. The position is a six year appointment per Illinois compiled statutes. The position plans, budgets, directs, coordinates, and manages through the shop crew chief and staff the varied activities of the County Highway Department consisting of highway maintenance drainage design, highway maintenance and bridge construction inspection, signing, subdivision plat review, MS4 supervision, bridge inspection, equipment purchasing, landfill testing inspector supervision, and permitting.

Position requires Bachelor's Degree in Civil Engineering and at least five years practical experience in civil and highway engineering including highway and bridge construction and maintenance experience desired. Must meet the statutory requirements of Illinois Highway Code 605 ILCS 5/5-201. The successful applicant will have a familiarity with IDOT and FHWA policies and procedures, knowledge of traffic operations/drainage design and maintenance/site development review and knowledge in working with a unionized workforce. Requires Professional Engineer license in the State of Illinois disciplined in highway and bridge design and construction. Must have or be able to obtain State certification for bridge inspection. Applicants must have strong computer/technology skills, good communication skills with the ability to work with a wide variety of public stakeholders and possess a strong business and administrative background.

Salary range of \$90,000-\$100,000 will be commensurate upon experience and qualifications. Boone County offers an excellent benefits package.

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Submit cover letter, resume (including three references) and copy of Professional Engineer license to the address below by Friday, May 13, 2016.

Mr. Bob Walberg, Boone County Board Chairman
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 additional information.

City of Aledo, City Administrator

The City of Aledo, Illinois (pop. 3,700) seeks an experienced professional to serve as our next City Administrator. Aledo is the county seat of Mercer County and is known as the Rhubarb Capital of Illinois. Our residents are proud of the small town charm and excellent quality of life. The City is located 25 miles south of the Quad Cities.

The City Administrator is responsible for the administration and management of a City budget of seven million dollars, with twenty-one full-time and eight part-time employees. A Bachelor's Degree in Business Administration, Public Administration, or related field or any equivalent combination of education and experience, with experience being not less than five years in a supervisory role.

The position requires the ability to develop productive relationships with community leaders, governmental officials, citizens, news media representatives, department personnel and City staff. Skills to possess include experience in dealing with Tax Increment Financing and Economic Development; strong Budgeting and Financial Skills; excellent Oral and Written skills; Negotiation skills; as well as Code Administration.

Salary range is \$65,000 – \$80,000 with a competitive benefit package and IMRF pension plan provided. Interested candidates should apply with resume and employment application no later than 4:30 p.m. on May 13, 2016 to Jarod Dale, City Clerk, at 120 North College Avenue, Aledo, Illinois 61231, or by email at cityclerk@aledoil.org. Please call 309-582-7241 with any questions or inquiries.

Champaign County Regional Planning Commission, Chief Executive Officer

The Champaign County Regional Planning Commission seeks an experienced administrative professional to join its team. The Regional Planning Commission is a multi-faceted government agency with an annual budget of \$23

million incorporating over 100 different federal, state, and local grants and contracts and a staff of 220 positions in 11 facilities in East Central Illinois. The CEO reports directly to and receives policy direction from the Regional Planning Commission.

The CEO oversees program execution in the areas of regional, environmental and urban and regional planning; economic, community and workforce development; social services; early childhood education; and technical assistance to member communities. The CEO is responsible for establishing major programmatic and financial objectives, developing multi-year strategies for growth and providing strategic direction and support to the Regional Planning Commission.

The CEO must be conversant with the public sector legal and regulatory environment, grant and contract administration, and must have the professional capability to assess financial and community impacts and to effectively communicate options and prepare recommendations for commission and funding agency decision makers.

It is preferred that the successful candidate will have an advanced degree in public or business administration, public policy, urban and regional planning, or related field and at least seven years of progressively relevant experience with proven capabilities in the management of a complex public sector organization; or the equivalent combination of education and experience.

The successful candidate will possess exceptional leadership, teambuilding, human relations, communication, and analytical skills; experience in developing and implementing financially sustainable organizational strategies; experience with unionized organizations, and a deep commitment to public service.

Salary is competitive commensurate with experience and includes a comprehensive fringe benefits package. The current salary minimum range to mid-range is \$110,200 to \$137,750. A complete description of the position is available at: www.ccrpc.org

Competitive benefit package includes: health insurance, dental insurance, vision, life insurance, and retirement plan. Applicants should submit a cover letter, resume, and on-line application to:

www.ccrpc.org/rpcjobs

For full consideration, applications must be received by Friday, May 20, 2016

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Village of Matteson, Community Development Director

The Village of Matteson (Population 19,009) is seeking an experienced professional to direct activities related to community development, land use, long and short term planning, building codes, permit issuance, and inspections. The Community Development Director is expected to have a strong management background with progressive experience in community development, a strong exposure to modern land use trends and challenges, ability to critically review subdivision and other development plans/specifications, and knowledgeable of government grant programs. The Director must possess a strong customer service orientation, community involvement, business acumen, strong strategic planning and a passion for excellence.

The position requires a Bachelor's degree in land-use planning, urban planning, public administration or a closely related field; Master's degree desirable, AICP Certification preferred. Seven (7) years progressively responsible experience in community development, or equivalent combination required.

The position works under the direct supervision of the Village Administrator. Appointment is made by the Village President with the advice and consent of the Board of Trustees. Salary range \$75,295 – \$101,873 DOQ.

Submit letter of interest, resume, and three references no later than May 13, 2016, to:

Human Resources Department
Village of Matteson
4900 Village Commons
Matteson, IL, 60443

Position will remain open until May 13, 2016, or until filled. Additional information at www.villageofmatteson.org.

City of Elmhurst, Fire Chief

Elmhurst, IL (population 44,454), Historic, full service city located 17 miles west of Chicago in DuPage County seeks experienced, progressive candidates to serve as its next Fire Chief. Home to Elmhurst College, York High School, and Edwards-Elmhurst Hospital, the city is a charming blend of neighborhoods, a thriving downtown business district, and several commercial areas including an industrial park. The City has a total budget of \$150 million and 260 full-time employees. The Fire Chief appointment is recommended by the City Manager and approved by the City Council. The Fire Chief reports to the City Manager and works as part of the executive management team for the City.

The Fire Department employs 44 full-time sworn personnel including the Chief, one Deputy Chief, three Battalion Chiefs, six lieutenants and 33 full time firefighters. EMS service is provided through a contractual partnership with Metro Paramedics Services, Inc. who supplies twelve paramedics and ambulances. The City operates two fire stations, one on the north side of Elmhurst, the second on the south side of the community. The City's Emergency Operations Center is housed in Fire Station 1. Fire Station 2 was completely rebuilt in 2009 and is a Silver LEEDS certified building. The City of Elmhurst also has a Training Academy for Elmhurst departments and neighboring communities to utilize for technical rescue, SCBA, confined space and other training exercises. The Fire Department has several divisions including ESDA, Fire Prevention, Public Education and Training. The current operating budget is \$10.3 million. In 2015, the Fire Department responded to 7,109 incidents of which 3,279 were fire related and 3,830 were EMS related. The Department has an ISO rating of 2. For more information about the City of Elmhurst and the Fire Department go to www.elmhurst.org.

The City is seeking an energetic and experienced leader with strong communications and interpersonal skills. A commitment to high professional standards is required and extensive experience providing fire protection, emergency medical services and disaster preparedness is essential. The ideal candidate must have an inclusive managerial style and experience working in a union environment. A minimum of 10 years' experience in the fire service with at least five years of increasing responsibility in a command position is required. The candidate must possess a bachelor's degree in Fire Science, Emergency Management, Business or Public Administration or related field from an accredited college or university as well as Fire Officer III certification. Command level leadership training such as Executive Fire Officer, and/or a Master's Degree are desirable. Residency is not required; however, a reasonable distance from the City is expected.

A competitive salary, \$150,000 +/- DOQ, and an attractive benefits package will be offered. Applicants should submit a cover letter, résumé, and contact information for five professional references by May 8, 2016 to the attention of Heidi Voorhees and Paul Harlow at www.GovHRUSA.com/current-positions/recruitment, or <http://govhrusa.theresumator.com/apply/ycnaov/> Elmhurst-IL-Fire-Chief

630 Dundee Road #130, Northbrook, IL 60062. Tel: 847-380-3243;

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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

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- 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

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