

# City/County Management IN ILLINOIS

Volume 12 No. 3

Strengthening the quality  
of local governance through  
professional management

OCTOBER  
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>

October 5  
**Legacy Brown Bag**  
Geneva, IL

October 6  
**SWICMA Luncheon**  
Mascoutah, IL

October 12  
**IAMMA**  
Location TBA

October 13  
**Legacy Project Professional Development**  
Elk Grove Village, IL

October 13 – 14  
**Fall Downstate Meeting**  
Litchfield, IL

October 20  
**ILCMA Professional Development**  
Lombard, IL

Oct 20  
**Metro Manager Luncheon**  
Lombard, IL

October 21  
**ILCMA Leadership Institute for New Managers/Administrators**  
Normal, IL

November 2  
**Legacy Brown Bag**  
Arlington Heights, IL

November 3  
**SWICMA Luncheon**  
Columbia, IL

November 3  
**ILCMA Leadership Institute for New Managers/Administrators**  
Elk Grove Village, IL

November 9  
**IAMMA Event**  
Location TBA

November 17  
**ILCMA Professional Development**  
Lombard, IL

November 17  
**Metro Manager Luncheon**  
Lombard, IL

December 1  
**SWICMA Luncheon**  
Highland, IL

December 14  
**IAMMA/Metro Holiday Luncheon**  
Lombard, IL

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## President's Column

*By Randy Recklaus, Village Manager, Arlington Heights  
and Professional Development Chair*

What is new and interesting in the world of municipal management professionals, and how can we talk about it in a meaningful way?

That is the question the ILCMA Professional Development Committee asks itself every year when it plans its curriculum for the coming year. This year, there are many topics worth exploring in municipal government. One of the themes we continually address is what is changing, and how can the management profession respond effectively? This year's sessions will attempt to address some of the following questions, among others:

**How has the traditional career path in municipal management changed?** We will hear how professionals who aren't following the normal path are still finding fulfillment and success in our field, and how organizations can attract and better utilize this growing demographic. This seminar is scheduled for October 20 at Harry Caray's in Lombard.

**What trends are outpacing our code books- and how can we keep up?** New concepts like airBNB, driverless cars, uber, and tiny houses don't fit our codes and are evolving faster than recodifications can occur. We will hear how some communities are rethinking regulation and embracing the pace of change today.

**How do Police Hiring Practices need to change?** Fifteen years ago, police tactics and procedures evolved in response to incidents such as Columbine and 9/11. Today, municipalities need to update hiring and recruitment strategies to reflect today's realities. Public debate on police use of force policies and new data on the impact of stress on officers' long-term mental and physical wellness continues to impact the definition of what an ideal police officer should look like. We will hear from industry experts in a session that will be useful to managers and police chiefs alike.

**What are the future financial trends that will impact local government?** ILCMA has once again joined with the NIU Center for Governmental Studies and Illinois Government Finance Officers Association to offer the Ninth Annual "Illinois Financial Forecast Forum Private Sector Views that will impact the Public Sector." The day-long seminar will be January 20, 2017 at Harry Caray's in Lombard.

Stay tuned for dates for these and other interesting topics over the coming year!



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### ILCMA Thanks the Following Members for Staffing the IML Booth

Bob Kiely, Lake Forest  
Scott Smith, Charleston  
Sharon Peterson, Countryside  
Scott Niehaus, Lombard  
Brad Townsend, Schiller Park  
Jim Arndt, Effingham  
Walter Denton, O'Fallon  
Curt Barrett, Winfield  
Roy Witherow  
Christina Burns, Oswego  
Austin Edmondson, Minonk  
Bob Barber, Beecher  
Dawn Peters, ILCMA

## Who's Who Directory Update

**Marian Gibson** has been appointed as the village administrator in the village of Elwood. She was formerly the village administrator in Berkeley. Her new contact information is:

Marian T. Gibson, ICMA-CM  
Village Administrator  
Village of Elwood  
401 E. Mississippi Ave.  
Elwood, IL 60421  
Phone: 815-424-1094  
Email: marian.gibson@villageofelwood.com

**Megan Pierce** has been promoted to assistant village manager in the village of Winnetka. She was formerly the assistant to the village manager.

**Erin Willrett** is the interim assistant city administrator in Yorkville. She was formerly the administrator in Elburn. Her new contact information is:

Erin Willrett  
Phone: 630.553.8574  
Interim Assistant City Administrator  
United City of Yorkville  
800 Game Farm Road  
Yorkville, IL 60560  
Phone: 630.553.8574  
Email: ewillrett@yorkville.il.us

## Welcome New Members!

Adewale Adetunji, Planning & Economic Development  
Intern, Village of Lemont  
Jennifer Jones, Supervisor, Village of Oak Park  
Casey Jones, Student  
Raymond Munch, Intern, Village of Carol Stream  
Gary Nichols, Interdev  
Ashley Smith, Interdev  
Michael Smith  
Deb Waszak, Chief of Staff, City of North Chicago



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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.

### Using Efficiency to Fund Water Utility Infrastructure – Introduction to Performance Contracting

By Ermin Arslanagic, Johnson Controls

This article aims to highlight a relatively unknown procurement process called Performance Contracting, guided under Illinois Local Government Energy Conservation Act. It is aimed at large infrastructure projects and some 15 Illinois municipalities have embraced it so far. Because of the high cost of Lake Michigan water and possibility of depleting aquifers, this approach is especially attractive to municipal utilities.

Today's municipal infrastructure faces the fundamental challenge of trying to do more with less. Nowhere is that more pronounced than with water and wastewater utilities. While fulfilling their charter to protect public health and the environment at affordable costs, many utilities must deal with equipment that is both inefficient and failure-prone. Up-to-date equipment and systems could cut operating costs significantly, but that takes a major investment at a time when budgets are tight and tax or rate increases are unpopular.

Fortunately, through Performance Contracting it is possible to undertake wholesale improvements in a short time – not piecemeal over a number of years – without burdening municipal staff or budgets. In essence, savings from the future pay for improvements today.

In this model, proven in many private- and public-sector facility upgrades, a third party puts up capital to complete a slate of improvements that will deliver a contractually guaranteed level of energy and operating cost savings over a specified term. The owner then uses those savings to make payments against the project costs. Often, contracts are structured so that the annual savings are greater than the annual payments and the owner sees immediate positive cash flow. In addition, current debt sometimes can be restructured to reduce interest rates. After a typical 10- to 15-year term, the payments end and the owner reaps the full amount of savings for the remaining equipment life, usually 20 to 25 years. As part of the program, new equipment and maintenance scheduling software can help owners get beyond reactive approaches and put in place an operational plan that is predictable and easier to budget. Usual suspects for improvement within municipal utilities are new water meters with AML, redesign of water distribution to reduce power demand charges and improve reliability and efficiency, and leak detection.

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### Bundling projects

Performance contracting makes it possible to bundle multiple improvements and finance them all at once instead of undertaking smaller initiatives year by year. The owner realizes immediate savings that fund the upgrades and avoid future cost increases. Furthermore, utility operation improvements can be combined with traditional efficiency measures for administrative and other buildings: lighting retrofits, boiler and chiller upgrades, HVAC control automation, window replacements, insulation, renewable energy, and others. In a typical performance contract, an energy service company works closely with utility leadership, and its engineering consultants, to develop a package of projects that offers the optimum return on investment in keeping with the utility's business strategy. The process includes a detailed assessment of equipment, process, water loss, and facilities, followed by an investment grade audit that provides an accurate projection of the project costs and the savings to be generated.

The utility does not simply take a "leap of faith" that the savings will materialize. The cost and savings projections are based on years of experience with similar projects and a close analysis of the utility's electricity and fuel prices and rate structures. Most important, the savings are guaranteed by contract. If a given year's savings exceed the projection, the utility pockets the excess. If the savings fall short of the guarantee, the energy service company must write a check to cover the difference.

### Time for action

Fiscal times seldom have been more challenging than today, yet the need for infrastructure improvements perhaps never has been more acute. Performance contracting allows water and wastewater utilities to take bold steps to improve their most basic operations without burdening customers with new taxes or higher rates.

*continued page 7*



## 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.

### Three Dimensional Renderings: Envisioning the Future through the Tools of Today

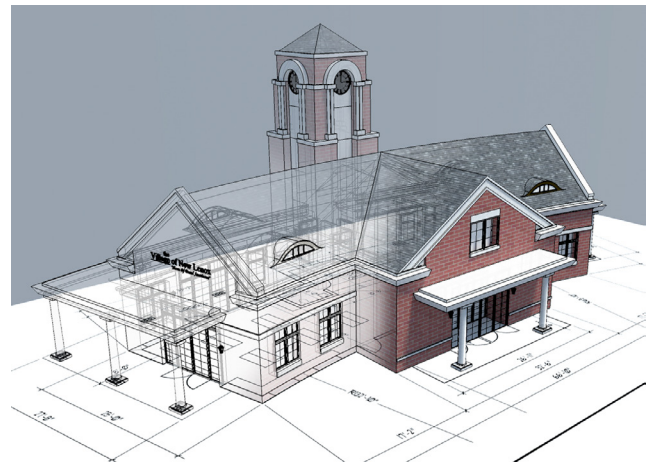
By Daniel J. Peck, Business Development, Tria Architecture

Would you purchase a product before you could even see it? Probably not. Now ask that same question in regards to purchasing an entire building with your taxpayers' dollars at stake. There most certainly wouldn't be a return policy in place, and if the building didn't meet your taxpayers' design standards, you may be run out of town.

Luckily, with today's growth in technology, architects have more tools at their disposal to provide photo realistic visualizations of a building before ever breaking ground. Some of you may remember Mike Brady from the Brady Brunch showcasing his design work with small physical 3D models of potential buildings (for those too young to remember, look it up on YouTube). Today, architects can create that same three dimensional concept through computer renderings that can showcase not only the exterior of a potential building, but also the interior. Virtual walkthroughs can be conducted giving a showcase of every aspect of a building from the lighting to the color of the furniture. Whether it's a change of color to the exterior brick or the modification of a structural component, any and all requested changes can be addressed within the rendering.

Most of us view the standard two dimensional blueprints as a bunch of lines and groups of interlocking squares with various measurements. Architects are trained to view those same blueprints as their own personal crystal balls that show a simple line as a grand façade on a new village hall or a small rectangle as a majestic room for potential board meetings. By providing three dimensional renderings, architects invite us into their world of structural grandeur through visual interpretations of their envisioned final design. Producing a final interpretation of the end product allows all stakeholders to have some form of control of the final product without having to be an architect themselves. While an architect's blueprints will provide a road map for a project, renderings will provide a visual goal of a project. It's always much easier to provide the details as to where you are going as opposed to how you are getting there.

Three dimensional renderings can always be used for projects that are already underway to show a potential final product, but they can also be used as a marketing tool to showcase a potential project that may need buy-in from the community and elected officials. If it's a project that is still in need of funding or investment from the community, then providing a visual end-product could assist with gaining the specific support needed. Going back to the initial question of "Would you purchase a product before you could see it?"



Having a rendering produced allows you to showcase a potential product that is fully interchangeable based on the feedback of the community and key stakeholders. Having this capability at your fingertips could be instrumental in getting the investment or buy-in needed to follow through with a potential project. Regardless of the scenario, three dimensional renderings can be worth every extra penny when working on a current or potential project if it helps instill confidence and builds support with elected officials and the community.

There are many reasons for having your architect provide three dimensional renderings for you when starting a new or potential project. Renderings are usually not part of basic services so make sure to sit down with your architect and discuss what you will need in terms of deliverables.

The image shows a promotional graphic for Tria Architecture. At the top is a 3D rendering of a building. Below it is the Tria Architecture logo, which consists of a blue triangle with the word "TRIA" in white and "ARCHITECTURE" in black below it. To the right of the logo is the text "BUILDING A FOUNDATION FOR LOCAL GOVERNMENT SUCCESS." in green and black. At the bottom, there is a blue box with white text that reads "TAILORED SERVICES CREATIVE SOLUTIONS PERSONAL ATTENTION". To the right of this box is the contact information for James A. Petrakos, Principal Architect, and Daniel J. Peck, Business Development, including the phone number 630.455.4500 and the website TriaArchitecture.com.

## ICMA Years of Service Award Winners

**Congratulations to the following ILCMA Members:**

### 45 YEARS

Donald B. Rose began his career serving as director of planning for DuPage County, Illinois, in 1971. Since then he has served in various positions in Wheaton, including assistant to the city manager, assistant city manager, and deputy city manager, before being appointed city manager in 1980.

### 40 YEARS

Patrick R. Higgins, Western Springs

### 35 YEARS

Michael G. Bartholomew, City of Des Plaines  
Conrad R. Kiebles, Village of Orland Hills  
James H. Norris, Village of Hoffman Estates  
Joseph D. Parente, County of Madison  
Steven S. Stricke, Village of Burr Ridge

### 30 YEARS

Robert O. Barber, Village of Beecher  
Riccardo F. Ginex, Village of Oak Brook  
Daniel P. O'Malley, Village of Hoffman Estates  
Gerald C. Sprecher, Village of Lisle  
Kenneth A. Terrinoni, County of Boone

### 25 YEARS

Brian W. Caputo, City of Aurora  
John T. Flood, Jr., Village of Hillside  
Anne Marie Gaura, City of De Kalb  
Tim Gleason, City of Decatur  
Jim Marino, Village of Homewood  
Christopher A. Martin, Village of Lake Barrington  
Reid T. Ottesen, Village of Palatine  
Cara L. Pavlicek, Village of Oak Park  
Andrianna M. Peterson, Village of La Grange  
Pamela S. Reece, Town of Normal  
Paula D. Schumacher, Village of Bartlett  
Lisa K. Shelley Village of Oak Park  
Ingrid Velkme, Village of Western Springs

### 20 YEARS

Curtis J. Barrett, Village of Winfield  
Christopher M. Bethel, Village of Woodridge  
Christopher D. Clark, Village of Cary  
Darin W. Girdler  
Carl S. Goldsmith, Village of Lombard  
Scott E. Hartman, County of McHenry  
George J. Koczwar, City of Crystal Lake  
John T. Lockerby, Village of Skokie, IL  
Scott A. Sorrel, County of Peoria  
Sean R. Stegall, City of Elgin

### 10 YEARS

Michael N. Braiman, Village of Wilmette  
Joseph T. Carey, Village of Vernon Hills  
Scott M. Coren, City of Highwood  
Tara Erikson-Semenchuk  
Stephen Gulden, Village of Romeoville  
Cody W. Hawkins, City of Mascoutah  
Maria Lasday, Village of Bannockburn  
Bartholomew A. Olson, City of Yorkville  
Daniel O. Reimer, County of Jo Daviess  
David E. Willey, City of Greenville

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community planning    urban design    economic development

*continued from page 4*

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## Applications Being Accepted

The Coca-Cola Foundation and Keep America Beautiful are again working together to provide recycling collection containers for public spaces.

The Coca-Cola Foundation and Keep America Beautiful are pleased to announce that applications are being accepted online through October 7, 2016 for the Coca-Cola/KAB Public Space Recycling Bin Grant Program. For more information on the 2016 bin grant program, including bin styles being offered and the link to the application, visit [www.kab.org/coca-cola-recycling-grant](http://www.kab.org/coca-cola-recycling-grant). Successful applicants will be notified by Keep America Beautiful in late October 2016 and grant recipients will have the bins shipped to their location with all expenses paid in early January 2017.

If you have any questions, please do not hesitate to contact Giulia Manno at [gmanno@kab.org](mailto:gmanno@kab.org) or 202.688.0602.



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Join Dennis Jennings and Laurie Dougherty from ToP to learn about group processes and master the skills required by this participatory culture. Women who play a leadership role need the capacity to enable a group to maximize its own potential for effective decision-making and practical implementation of results.

Participants will learn to:

- Enhance Individual and Team Results
- Improve Organizational Effectiveness
- Produce Exemplary Service Performance
- Focus group energy by utilizing individual insight
- Minimize polarization and conflict

[Click Here to RSVP](#)

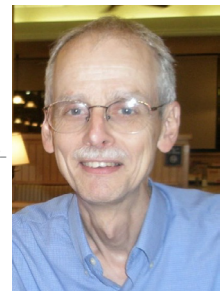
October 13, 2016  
8:30 AM — 12:00 PM

*Elk Grove Village Hall*  
*901 Wellington Ave, Elk Grove*

8:00 AM: Registration &  
Continental Breakfast

Program begins promptly at 8:30 AM  
\$50 Registration Fee

**Dennis F. Jennings** is a ToP Facilitator and Trainer. He began his earliest experience in facilitation working with municipalities and park district boards and employees providing strategic planning and public participation.



**Laurie Dougherty** is a ToP Certified Facilitator and Trainer and currently the Executive Director of the Illinois Section of the American Water Works Association (AWWA). She brings extensive experience in working with local government.



To learn more about the Legacy Project, please visit our website:

[www.legacyprojectnow.org](http://www.legacyprojectnow.org)



## IML Managers Monthly Column

### IML Managers Committee Develops 9-1-1 System Consolidation Resource

*By: Jim Norris, Village Manager, Hoffman Estates  
Joe McCoy, Legislative Director, IML*

Following passage by the General Assembly, Governor Rauner enacted SB 96 into law as P.A. 99-0006 on June 29, 2015. The new law includes provisions making significant funding, structural and administrative oversight changes to various emergency 9-1-1 systems. Under the law, all required consolidations must be accomplished by July 1, 2017. By July 1, 2020, a statewide Next Generation 9-1-1 Network is scheduled to be functional.

Many questions arose following enactment of the new law, particularly with respect to the provisions that require consolidation of 9-1-1 systems. The Illinois Municipal League (IML) Managers Committee decided to develop a resource to provide useful information about the key consolidation provisions within the new law. This document, which is available on IML's website, is entitled "9-1-1 System Consolidation: A Resource for Understanding P.A. 99-0006.

The document includes the various 9-1-1 system consolidation requirements based upon county population and number of existing systems within a county, the critical target dates that must be met during the consolidation process, surcharge amounts and distributions through July 1, 2017, and information about the composition of the Statewide 9-1-1 Advisory Board.

Additionally, the document includes two sets of "questions and answers" that address commonly asked questions. One set of questions and answers is derived from a meeting between members of the Illinois Municipal League (IML) Managers Committee and representatives from the Illinois State Police (ISP). We are appreciative of the ISP for meeting with members of the IML Managers Committee and answering our questions. A second set of questions and answers have been copied from the ISP website and included within the document for convenience.



Educate. Advocate. Empower.

During the meeting between members of the IML Managers Committee and ISP representatives, it became clear that additional changes to the law are likely forthcoming. IML will be invited to participate in these discussions to advocate for sensible changes to make the law work better for Illinois communities.

The Managers Committee extends its sincere appreciation to ISP staff for meeting with members of the Committee last June. Their time and expertise contributed greatly to increasing the Committee's knowledge of the new law. The Committee would also like to recognize Walter Denton, Tim Gleason, Bob Barber and Lew Steinbrecher for representing the full Committee during the meeting.

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## **DOWNSTATE CITY/COUNTY MANAGEMENT ASSOCIATION FALL MEETING**



**Litchfield, IL  
October 13-14, 2016  
“Driving Development to Historic Places”**

### **Thursday, October 13**

- |                  |                                      |                                                                                                               |
|------------------|--------------------------------------|---------------------------------------------------------------------------------------------------------------|
| <b>2-4 p.m.</b>  | <b>Museum Visit</b><br>(on your own) | <b>Litchfield Museum and Route 66 Welcome Center</b><br>334 Historic Old Route 66 North, Litchfield, IL 62056 |
| <b>4:45 p.m.</b> | <b>Social Hour</b><br>(Cash Bar)     | <b>Holiday Inn Express – Hotel Lobby</b><br>4 Thunderbird Circle, Litchfield, IL 62056                        |
| <b>5:45 p.m.</b> | <b>Dinner</b>                        | <b>Ariston Café – Sponsored by Hodges, Loizzi, Eisenhammer, Rodick &amp; Kohn, LLP</b>                        |
| <b>7:40 p.m.</b> | <b>Drive-In</b>                      | <b>Skyview Drive-In – special movie viewing (gates open at 7pm)</b>                                           |

**\*Hotel Room Reservations: Holiday Inn Express, 4 Thunderbird Circle, Litchfield, IL 62056;  
Room Reservations: 217-324-4556; Special Room Rate \$99/night**

### **Friday, October 14 – Holiday Inn Express, 4 Thunderbird Circle, Litchfield, IL 62056;**

- |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8:00 a.m.</b>         | <b>Breakfast &amp; Welcome by Mayor Steve Dougherty</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>8:30 – 9:15 a.m.</b>  | <b>Route 66 - Developing Tourism in Illinois and local attractions</b><br>Illinois Route 66 Scenic Byway- Impact of Route 66 to Illinois Tourism and Examples of Local Tourism.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>9:15 - 9:30 a.m.</b>  | <b>BREAK – Coffee Time</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>9:30 - 10:15 a.m.</b> | <b>Developing Employees- Kyle Shell, IPMG</b><br>Employees are the #1 asset of a governmental unit. Learn more on the art of employee relations. The Illinois Counties Risk Management Trust (ICRMT) was formed to ensure that public entities within the state of Illinois could find a proven and trusted resource for risk management and insurance solutions. Since 1983, our members have come to rely upon the excellent service and expertise provided by the ICRMT. Our integrated approach to loss control, claims, litigation and coverage can be tailored to fit the needs all public entities. ICRMT provides Workers Compensation, General Liability, Law Enforcement Liability, Public Officials Liability, Property and other important coverages to provide the best protection to our members. |
| <b>10:15 – 10:30</b>     | <b>BREAK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>10:30 – 11:15</b>     | <b>Developing TIF – Mike Weber, Director PGAV PLANNERS</b><br>Using TIF within your community. Mr. Weber is Director of the Planning group at Peckham Guyton Albers & Viets (PGAV), headquartered in St. Louis, Missouri. He is a graduate of Michigan State University’s Urban Planning program and has 38 years’ experience in urban planning and development throughout the United States and in Germany. Much of Mr. Weber’s work since the late 1980’s has involved redevelopment projects throughout the Midwest and particularly the State of Illinois. His expertise in tax increment financing has helped PGAV’s municipal clients leverage hundreds of millions of dollars of new private investment in community revitalization & economic development projects.                                     |
| <b>11:15 - Noon</b>      | <b>Business meeting, legislative update and lunch</b><br><b>Lunch Sponsored by PGAV Planners</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## Registration Form for Fall Meeting Downstate City/County Management Association October 13-14, 2016

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Registration Fee:** \$35 – Includes breakfast and lunch on Friday. Please have your registration in by **Wednesday, October 5, 2016**.

**Dinner Reservations:** Please indicate if you are planning to arrive in time for dinner at the Ariston Café (you will be sorry if you miss it). Dinner is sponsored Hodges, Loizzi, Eisenhammer, Rodick & Kohn, LLP

**Registration:** Please indicate if you would like to sign up for the following: Registration is \$35.

\_\_\_ Yes, I will attend the Fall Meeting in Litchfield on Friday, October 14th.

\_\_\_ Yes, I will attend the social hour and dinner on Thursday, October 13<sup>th</sup>.

\_\_\_ Yes, my spouse will attend social hour and dinner. (Dinner for guest \$20)

\_\_\_ Yes, I will participate in the museum visit and drive in movie on Thursday, October 13<sup>th</sup>.

**Registration Deadline: Wednesday, October 5, 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, October 7, 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**

Fall Meeting

October 13-14, 2016

Litchfield, IL

**DIRECTIONS:**

Please mark your calendars and plan to attend this Fall meeting in Litchfield, Illinois located at Exit 52 on Interstate 55. The food will be great at our award winning local restaurants, 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 provide resources for you as a leader of your community. You will have some fun too!

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**Accommodations:** Please call the Holiday Inn Express, 4 Thunderbird Circle, Litchfield, IL 62056 at 217-324-4556 to reserve your room. The block has been reserved under Downstate City/County Managers Fall Meeting. The room block will be released on October 1, 2016. Room Rates are \$99/night plus tax.



## VINEZEANO WINS ICMA AWARD

### COMMUNITY HEALTH and SAFETY AWARD for POPULATIONS of 10,000 to 49,999

This award recognizes innovative local government programs or processes that improve the community's safety, health, and/or wellness, or enhance quality of life for the disadvantaged. Sponsored in part in memory of Carolyn Keane, first wife of ICMA's fourth executive director, Mark Keane, and Bill and Alice Hansell, parents of ICMA's fifth executive director, William H. Hansell.



Stormwater Relief Program  
Niles, Illinois

Steven C. Vinezeano,  
Village Manager

#### Challenge: Solve a long-standing flooding problem.

Backstory: Niles and surrounding communities had been plagued by flooding since the 1970s. The issue came to a head when, in September 2008, the area experienced record rainfall of about 9.5 inches in 15 hours. The region was declared a federal disaster area when the resulting flooding overwhelmed local and regional sewer systems and caused an estimated \$1.5 million in damage.

Solution: The creation of a comprehensive Stormwater Relief Program.

#### HOW THEY DID IT

Niles Mayor Robert Callero drafted then Assistant Village Manager Steven Vinezeano as lead staff member of a Stormwater Commission. Phase One began in February 2009. The commission established a study methodology for data collection and mapping using Geographic Information Systems (GIS) and gathered information from homeowners. In September, the commission's first report offered recommendations for reducing runoff, updating legislation, re-evaluating system operations, and short- and long-term capital programs.

In 2010, the village hired an engineering firm to work with the commission on analyzing the data collected from several floods. Their June 2012 report recommended the creation of a Stormwater Relief Program to:

- Update village ordinances and codes to meet county, state, and federal standards so future development didn't

have a negative impact on stormwater management for existing homes and businesses.

- Map the sewer system on GIS and institute a multi-year maintenance plan.
- Outline capital improvement projects that could be carried out without significant engineering and construction.
- Offer immediate cost share assistance of up to \$4,000 to homeowners experiencing chronic sewer backup or overland flooding.

#### RESULTS

- Niles has paid out more than \$1.5 million in aid to more than 400 homeowners.
- Two of the three major Tier I capital projects recommended in the 2012 report are complete and the third, the largest infrastructure project in the village's history, will be completed in summer 2017. *continued on the next page*
- Working with FEMA and Cook County, Niles has developed a Hazard Mitigation Plan.
- The village now participates in the National Flood Insurance Program Community Rating System with a quality CRS of 6.
- The commission is now in the process of updating the 2012 Stormwater Relief Program at an estimated cost of \$50,000.

#### LESSONS LEARNED

- Be straight with residents, even when it gets tough.
  - Act on urgent issues swiftly and report accomplishments to the public.
  - If you think something is impossible, think again.
  - Nurture contacts with regional, state, and federal agencies—you may learn of valuable funding opportunities.
- Populations of 10,000 to 49,999



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## Advancing Civic Leadership

### CLA Courses Qualify for ICMA's Voluntary Credentialing Program

**October 5, 2016 – Giving DuPage/DuPage County  
Administration Building**  
*Know Your Nonprofit Numbers - Part 4: Performance -  
Program Effectiveness*

**October 6, 2016 – NIU-Hoffman Estates**  
*Government Communications 101: From Traditional Communications  
Tools to Popular Social Media Techniques*

**October 12, 2016 – Giving DuPage/DuPage County  
Administration Building**  
*Know Your Nonprofit Numbers - Part 5: Promote - Communicating*

**October 18, 2016 – NIU-Naperville**  
*Strategic Planning: The Basics*

**October 26, 2016 – NIU-Naperville**  
*Collective Bargaining: Labor and Management Relations*

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# Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

## 4th Quarter 2016 Luncheons

*Brown Bag (bring your own)*

### Wednesday, October 5

Geneva Fire Department  
200 East Side Drive  
Geneva, IL 60134  
(enter from the back)

[RSVP for Geneva](#)

### Wednesday, November 2

Elk Grove Village Hall  
901 Wellington Ave  
Elk Grove, IL 60007

[RSVP for Elk Grove](#)

### Thursday, December 8

Sikich LLP  
1415 W. Diehl Road, Ste. 400  
Naperville, IL 60563

[RSVP for Naperville](#)

Luncheons begin at 11:30 a.m. and  
end promptly at 1:00 p.m.

Please join us for interactive  
discussion on topics of particular  
interest to women working at all  
levels of local government.

## Working with Elected Officials

*Speakers: Robin Weaver & Greg Bielawski*

Building effective  
relationships with  
city councils and  
village boards  
brings its own  
challenges and  
frustrations. This  
quarter's  
luncheons will



discuss the ups and downs of council relations. Regardless  
of what position you hold in local government, this series  
will provide you some insight on how to work with  
demanding board members, handle stressful board  
meetings, and build strong relationships with your elected  
officials.

We are also trying something new this quarter: in order to  
help address your specific concern without calling out your  
community, you can email your question, comments, or  
advice to Yordana at [ywysocki@hcbattorneys.com](mailto:ywysocki@hcbattorneys.com) to be  
compiled confidentially. At the luncheon, the facilitators  
will hold an open dialogue, while discussing real life  
scenarios and addressing questions or concerns raised via  
email or at the luncheon.


*Robin Weaver & Greg Bielawski were both city managers who now  
volunteer as Senior Advisors to members of the Illinois City/County  
Management Association (including Legacy members).*

To learn more about the Legacy Project, please visit our website:


[www.legacyprojectnow.org](http://www.legacyprojectnow.org)

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**CHOOSE YOUR OWN ADVENTURE**

**The ILCMA and IAMMA  
Professional Development  
Committees Present**



**“Choose Your Own Adventure:  
Navigating a Winding Career Path”**



Careers in local government are not always an upward climb. As organizations change, employees change as well, potentially bringing their career and organizational aspirations into question. What opportunities lay ahead for each of us, and how can we support others in transition, lay the groundwork for our career or charge full-steam into the future?

Please join us for a morning panel and interactive discussion of the following topics:

- Transitioning from a Manager to a Director or Assistant role
- Finding your chosen path via alternative routes
- When your current fit doesn't fit "right now"
- Realizing your true calling is not where you began your journey
- Supporting staffing transitions in your organizational "map"
- Becoming a trusty guide for other local government travelers

**Date:** Thursday, October 20, 2016

**Time:** 8:30 a.m. Registration and Continental Breakfast  
9:00 – 11:30 a.m. Panel and interactive table discussions

**Location:** Harry Caray's - 70 Yorktown Center Lombard, IL

**Cost:** \$35 for Professional Development Only  
\$55 if also attending the Metro Manager Luncheon (\$5 discount  
Members in Transition please e-mail or call Alex below to register)

**Addresses ICMA Practice Areas 1 – Staff Effectiveness and 12 – Human Resources  
Management**

**RSVP:** Online Registration (**no credit card required**): <https://www.ilcma.org/?p=4491>  
**By Oct. 14** Phone in Registration 815-753-5424  
Email registration to Alex Galindo at [agalindo@niu.edu](mailto:agalindo@niu.edu)

*Cancellations must be made October 14 2016.*

*Any cancellations after that date will require full payment.*

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## 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.)**

George Gray	write463@gmail.com	219-765-7014
David Nord	dave3441@yahoo.com	815-520-9757
Tim Ridder	timothyridder@hotmail.com	309-236-0929
Jennifer Johnsen	jrjohnsen@gmail.com	630-841-5800

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## Fall Colloquium on Local Sustainability Dr. Richard C. Feiock

Florida State University Professor and Editor of *Public Administration Review*



### *Addresses:*

*ICMA Practice Areas*

*2 Policy Facilitation and*

*3 Functional and Operational  
Expertise and Planning*

ILCMA and IAMMA members are  
welcome to attend at no cost.  
Please RSVP [here](#).

Friday, October 14, 2:00 p.m.  
Northern Illinois University Naperville Campus  
1120 E Diehl Road, Naperville, IL

Local governments have emerged as leaders of climate and sustainability policy. But sustainability is a complex issue that is not a traditional function of city government, and does not easily fit within existing administrative silos.

Richard Feiock will address this issue with research into how local government administrative structure influences the willingness to focus on sustainability within the fragmented authority and service responsibilities municipal governments face.

Dr. Feiock is the Augustus B. Turnbull Professor & The Jerry Collins Eminent Scholar Chair at Florida State University, and serves as Editor of *Public Administration Review*, the leading professional journal in public administration. He is internationally recognized for his expertise in local government, sustainability, and local democratic institutions, a six-time National Science Foundation grant recipient, and a National Academy of Public Administration fellow.

His lecture, entitled “The Impact of Administrative Structure on the Ability of City Governments to Overcome Functional Collective Action Dilemmas in Climate and Energy Policy,” addresses practical issues involved in the design and implementation of sustainability programs. The outcomes of this research can inform policy designs and implementation strategies, especially in new or rapidly expanding policy arenas such as local energy/climate policy.

***Co-sponsored by the NIU Graduate Colloquium Committee and the Department of Public Administration***



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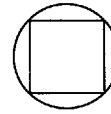
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## October Luncheon

### Illinois State Comptroller – Leslie Munger

In 1970, Illinois' latest constitution established the Comptroller as an elected officer in the Executive Branch of state government. Illinois citizens select the state's Comptroller in statewide elections. By law, the Comptroller is the state's Chief Fiscal Control Officer, responsible for the legal, efficient, and effective operations of state government.



**Speaker: Leslie Geissler Munger** – In January 2016, Leslie was appointed Illinois State Comptroller. Comptroller Munger is a native Illinoisan, earning her bachelor's degree at the University of Illinois and her master's degree from the Kellogg School of Management at Northwestern University. She is a former brand management business executive with Unilever Helene Curtis, where she led the \$800 million U.S. Hair Care business. She is an active community leader and volunteer, and was honored as Lincolnshire's Citizen of the Year in 2004. Comptroller Munger plans to update Metro Managers on the State of Illinois budget and financial situation and activities in Springfield.

- 
- Date:** Thursday, October 20, 2016
- Time:** 11:30 a.m. networking – 12:00 p.m. luncheon
- Location:** Harry Caray's Restaurant  
70 Yorktown Center  
Lombard, Illinois
- Cost:** **\$25.00** check or cash payable at the door (Interns & MITs are Free). There will be an additional \$5 charge for invoicing the cost of the luncheon.  
**\$55.00** if also attending the ILCMA Professional Development Event:  
**"Choose Your Own Adventure: Navigating a Winding Career Path"**  
Members in Transition – please e-mail or call Alex below to register \*\*ILCMA members – invite an MIT to lunch today!!
- RSVP:** **By October 14, 2016** at <https://www.ilcma.org/?p=4491>  
or to Alex Galindo at [agalindo@niu.edu](mailto:agalindo@niu.edu) or (815) 753-5424.

*Cancellations must be made **by October 14.**  
Any cancellations after that date will require full payment for the luncheon.*

## Job Mart

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### **Town of Munster, Human Resources Director**

The Town of Munster is seeking a qualified person to fill the position of Human Resources Director. Work will involve the direction, oversight, coordination, and implementation of a variety of programs including, but not limited to: employment recruitment, selection, and retention; training and development; compensation and benefits administration; occupational safety and loss control; and various citizen quality of life initiatives. Candidate should be curious about general public administration and passionate about public service.

Bachelor's degree in Public Administration, Human Resource Management, Industrial Relations, or related and 3 or more years of progressively responsible experience administering human resource programs. Successful candidate must have demonstrated knowledge of federal and state laws pertaining to human resources.

Send letter of application and resume to [epayne@munster.org](mailto:epayne@munster.org) or Town of Munster, Attn. Town Manager, 1005 Ridge Road, Munster, IN 46321. Open until filled.

Full job description with salary range can be found at [www.munster.org](http://www.munster.org)

### **City of Sullivan, City Administrator**

The City of Sullivan, IL (pop 4500) is accepting applications for a City Administrator. The Administrator reports to the Mayor and four-member Council, and serves as the City's chief administrator and personnel officer. Residency must be established within six months of appointment to the City Administrator's position.

Candidates should have a considerable knowledge of modern policies and practices of public administration, a working knowledge of municipal finance, human resources, public works, public safety, and community development.

Candidates should be able to prepare and analyze comprehensive reports and communicate effectively both verbally and in writing. Candidates should establish and maintain effective working relationships with employees, City officials, and the public.

Candidates must have graduated from an accredited four year college or university. Possession of a master's degree in public administration or a related field is a plus.

Compensation, including excellent benefits, is dependent on qualifications and experience. Applicants should include a resume and salary history. Applications will be accepted until October 15, 2016. Send to: City of Sullivan, 2 W Harrison St, Sullivan, IL 61951: Attention Sarah Golden, City Treasurer.

### **Village of Woodridge, Management Analyst, Police Department**

The Village of Woodridge is a vibrant, progressive, team-oriented and financially sound community that invests in the development and growth of its most important asset-its employees. We are seeking qualified individuals for a Management Analyst position available in our Police Department.

#### Position Responsibilities

- Assist in the development of short and long range plans; gather, interpret, and prepare data for studies, reports and recommendations; provide professional advice to supervisor.
- Serve as the Public Information Officer and manage all areas of the Police Department public communication efforts, including the department's website content, social media presence, news briefings, and community outreach efforts; prepare weekly press releases and incident-driven media releases.
- Assist in preparation of annual department budget; perform cost control activities; monitor revenues and expenditures to assure sound fiscal control; assist in preparation of annual budget requests.
- Act as the Safety and Department Claims Coordinator for the department; conduct investigations into causes and prevention of operational accidents and serve as department's representative on the Village Safety Committee; recommend procedures, practices, and training for department personnel to improve overall safety.
- Communicate official plans, policies and procedures to staff and general public; make presentations to



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supervisors, boards, commissions, civic groups, and the general public as assigned.

- Oversee administration of grant programs, maintain grant files and complete records and records as required.
- Prepare a variety of studies, reports, and related information for decision-making purposes; conduct research, analysis and prepare recommendations regarding proposals for programs, grants, services, budget, equipment, etc.
- Prepare drafts of speeches, presentations, resolutions, ordinances, contracts, administrative policies, etc. As assigned.

### Required Knowledge, Skills and Abilities

- Bachelor's Degree in Public Administration or related field. Master's Degree is preferred with at least two years of practical experience in municipal management.
- Ability to communicate effectively verbally and in writing with employees, supervisors, vendors, agencies and the public is essential.
- General management skills must be applied and developed in an operating department; experience in a Police Department is not necessary.
- Proficiency in Microsoft Excel and Word; knowledge of Munis software system a plus.
- Bilingual skills are desirable.

### Benefit and Salary Information

This is a full-time, forty-hour per week position with a full complement of benefits including IMRF pension, paid holidays and personal days, vacation and sick time, as well as health and life insurance. The salary range is \$63,481.60 to \$86,382.40 (with the ability to hire up to \$66,019.20 DOQ).

### Application and Testing Process

Applications may be obtained on the Village website: [www.vil.woodridge.il.us](http://www.vil.woodridge.il.us). Please include a cover letter and resume with salary history. Submit application materials to Human Resources, 5 Plaza Drive, Woodridge, IL 60517, fax to (630) 719-0021, or e-mail to [hr@vil.woodridge.il.us](mailto:hr@vil.woodridge.il.us). Employment applications and accompanying documents will be accepted through October 17, 2016. First resume review will take place on or around October 3, 2016.

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

## Village of Orland Park, Village Manager

Orland Park, IL (60,000) Orland Park is a dynamic, progressive, growing community strategically located in Cook and Will Counties, just 25 miles from Chicago. A regional destination for residential, commercial and retail development, Orland Park is seeking Village Manager candidates to provide strategic leadership of the day to day operations of the Village which includes oversight and implementation of an economic development program. A family oriented community, residents enjoy high quality municipal services, beautiful parks and open spaces and a variety of entertainment and recreational options. Orland Park is a politically stable, fiscally strong community with a \$152 million total budget, 280 full time and 650 part time employees. The Village Manager is appointed by the Village President and Board of Trustees and is responsible for the administration of the Village Board's goals, policies and programs as well as the effective management of the Village's services. Orland Park is a full service home rule community providing, police, public works, community development, finance, parks and recreation. Fire/EMS is provided through a separate Fire Protection District. The Mayor and six Village Board members are elected at large on a non-partisan basis and work closely with the Village Manager to provide efficient and effective services to the residents and businesses. Successful candidates will have a strong background in general municipal management with excellent financial and analytical skills as well as a passion for state of the art customer service. Private



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sector experience is valued and encouraged. Candidates must exhibit a collaborative, welcoming approach with elected officials, residents, the business community, and employees. The position requires a minimum of ten years of increasingly responsible management experience in municipal government and a bachelor's degree in public administration; a master's degree and/or an ICMA Credential Manager designation are highly desired. Residency is required within a reasonable time frame. Starting salary range: \$165,000 - \$180,000+/- DOQ with excellent benefits. Apply with resume, cover letter, and contact information for three professional references by October 7, 2016 to [www.GovHRUSA.com/current-positions/recruitment](http://www.GovHRUSA.com/current-positions/recruitment) to the attention of Heidi Voorhees, 630 Dundee Road, Suite 130, Northbrook, IL 60062 Tel: 847-380-3243.

### **Village of Skokie, Assistant to the Public Works Director**

The Village of Skokie, IL seeks a proven professional to assist in the activities and operations of a full service public works department including refuse collection, streets/alleys, water/sewer, engineering, automotive and building/grounds. The position is responsible for budget planning, development, administration & reporting, inclusive of capital outlay & operating budgets of approx. \$20 million annual. Also responsible for expenditure control, purchasing approval & all related contracts. Works closely w/ public to solve complaints & correct conditions. Serves as Department's Accreditation Manager & Safety Coordinator. Coordinates solid waste & recycling efforts. Develops specifications for misc. services from janitorial to engineering, etc. Conducts special projects, research, analysis & prepares reports. Attends Village Board meetings & other special events. Requires Bachelor's degree (Master's degree preferred) with 4+ yrs. professional public works or public sector experience. Must possess excellent interpersonal and written/oral communication skills & ability to write clear/comprehensive reports. Salary range \$78,526 – \$100,208. Send resume and letter of interest by 10/14/16 to: Personnel Director, Village of Skokie, 5127 Oakton St., Skokie IL 60077 or by email to [human.resources@skokie.org](mailto:human.resources@skokie.org). Faxes are not accepted. EOE



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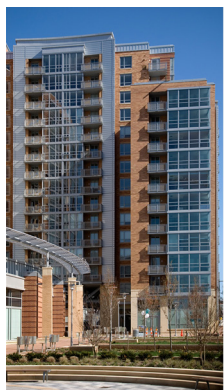


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