

# City/County Management IN ILLINOIS

Volume 14 No. 4

Strengthening the quality  
of local governance through  
professional management

NOVEMBER  
2018



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## Calendar of Events

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



November 1-2  
**SWICMA/Downstate**  
Collinsville, IL

November 7  
**Legacy Luncheon**  
Elk Grove Village

November 14  
**ILCMA/IAMMA/Metro**  
**Professional Development**  
Naperville, IL

November 14  
**ICMA Coaching Webinar**

December 5  
**Legacy Project 4th Quarter**  
**Luncheon**  
Naperville, IL

December 12  
**ILCMA Professional**  
**Development**  
Lombard, IL

December 12  
**IAMMA/Metro Manager**  
**Holiday Luncheon**  
**Angel Tree Program**  
Lombard, IL

January 25, 2019  
**ILCMA/CGS/IGFOA Financial**  
**Forecast Forum**  
Lombard, IL

February 6 – 8, 2019  
**ILCMA Winter Conference**  
Normal, IL

**Census**  
**2020**  
**MAKE SURE ILLINOIS COUNTS.**

 Happy  
Thanksgiving  
*from our homes to yours!*

## President's Column

### ILCMA Communications Committee Update

*By Joan Walls, Chair ILCMA Communications Committee & Deputy City Manager, Champaign*

Over the past two months, the new ILCMA Communications Committee has been busy developing, planning and identifying ways to enhance and expand outreach efforts to more effectively raise awareness of and build appreciation for the value of professional local government management.

We don't always do the best job of telling our story and the importance of our profession. Let me take a moment to remind you of the very important roles that you play leading our communities. Professional local government managers oversee the daily operations of all aspects of a city, town, or county government. They are responsible for the safety, quality of life, and financial health of communities. They are professional leaders, who are coaches, mentors, and decision makers. They are committed, engaged, collaborative, accountable, ethical and apolitical. Professional managers are highly trained individuals who have a passion for public service and work hard to ensure that city services run efficiently and effectively to enhance the quality of life in the communities where we work, live, and play. They have many responsibilities, but at times are reluctant to promote the work that they do day-to-day. This year, ILCMA wants to assist the membership in highlighting the role and value that professional local government managers play in shaping the communities we're proud to call home.

As part of the 2017-2020 Strategic Plan process, the ILCMA Board of Directors prioritized the creation of the new Communications Committee (formerly known as the Promote the Profession Committee).

At the November 1st, 2018 Board Meeting, ILCMA Directors approved this new Bylaw language:

*The Communications Committee adds value to a member's relationship with ILCMA by providing information and opportunities to expand professional knowledge and contacts through a variety of methods including, but not limited to the quarterly newsletter and articles/discussions; develops a comprehensive strategy using media networks to communicate professional/association news timely and effectively; assesses and periodically re-evaluates communication needs and mechanisms to identify adequacy/deficiencies/improvement opportunities; and promotes the value of professional local government management to elected officials, citizens, and the next generation of professional local government leaders.*

The primary focus of the Communications Committee is to proactively message about the benefits and innovations of professional local government management. In order to successfully accomplish this task, the Board identified several objectives for 2018-2019, including: a) change the name of the "Promote the Profession Committee" to the "Communications Committee"; b) solicit members for good news stories; and c) develop target messages for ILCMA members to use in their community publications, reiterating the value of the profession.

In the coming year, the Communications Committee will reach out and engage with ILCMA members to encourage them to "Tell Their Story" and share information about the outstanding work happening in their communities. We will also partner with IAMMA and support outreach efforts to "Recruit and Attract" the next generation of individuals who are pursuing or have earned a degree focused on an area of public service, such as public policy, public affairs, or public administration.

Some of the key roles and responsibilities for Committee members are to encourage ILCMA members to submit articles and ideas for the ILCMA newsletter, news media and other professional publications; lead discussions on ILCMA's media networks and post relevant industry news and articles for the ILCMA community; evaluate the media options for communicating ILCMA's mission for its members; identify process and contacts to communicate with other Committees to maximize mutual benefit and effectiveness; and raise awareness and build appreciation for the value of professional local government management.

The 2018-2019 Committee goals are to:

- Partner with IAMMA for Next Gen Initiative – visit schools and universities
- Develop an Elevator Pitch – create videos or clips for a variety of media platforms
- Generate More Newsletter Articles –highlight and promote the great work being done in communities across Illinois.

Illinois communities have a lot to be proud of and we want to promote the great work being done across the state. But the Communications Committee can't do it alone! We need to hear from you. Has your organization received an award, or launched a new community service, or completed an infrastructure development project? Take a few minutes now to share your "good news" and accomplishments with your ILCMA colleagues by sending that information to Dawn Peters at [dpeters@niu.edu](mailto:dpeters@niu.edu). We hope your community will be the first one featured in ILCMA's monthly newsletter.



# Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

## 4th Quarter 2018

### Luncheons

*Brown Bag (bring your own)*

### Wednesday, November 7

Elk Grove Village Hall

901 Wellington Ave

Elk Grove, IL 60007

[RSVP for Elk Grove](#)

### Wednesday, December 5

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.

## *Are You Ready for the Next Step?*

*The Prep. The Search. The Message.*

*The Look. The Results.*

Heidi Voorhees and Joellen Cademartori of GovHR USA will join us to help you answer the question - *Are You Ready for the Next Step?* Ms. Voorhees and Ms.

Cademartori will cover how to prepare and how to search for your next step. In addition, they will provide you tools to help determine your message and prepare your look, so that you can achieve the results you are seeking.

Ms. Voorhees has more than 30 years' experience in executive recruitment, general management consulting and local government administration and is President of GovHR USA. Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. Ms. Voorhees and Ms. Cademartori are co-owners of GovHR USA, a company that provides executive recruiting, management and human resources consulting, and professional development services.

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

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



## Who's Who Directory Update

**Jim Culotta** was approved as the new village of Shorewood administrator. He was formerly the city administrator in Washington, IL.

## Welcome New Members

Esber Abdrazakov, Student, University of Illinois Chicago  
Jacqueline Athey, City Administrator, City of Villa Grove  
Markus Beyer, Graduate Assistant, DePaul University School of Public Service  
Alyssa Cornelius, Clerk Typist, Village of Addison  
Sean Halloran, Assistant to the Village Manager, Village of Glenview  
Edward Harvey, Student, UIC  
Adam Kirk, Administrative Intern, Village of Glen Ellyn  
Logan Klepzig, Student  
Phillip Kuchler, Management Analyst, City of Warrenville  
Ratonua Rickmon, Human Resources Coordinator, City of Peoria



## MIT Lifesaver Award

*Do you know someone who has provided assistance to a member in transition (MIT)? If so, consider nominating them for recognition through the new MIT Lifesaver Award!*

Anybody who has been an MIT knows it is a very difficult time and any assistance provided by their fellow ILCMA members is greatly appreciated. The Membership Services Committee has been working to develop a simple, inexpensive, durable, and easily identifiable form of recognition, in a manner that encourages and promotes such assistance to ILCMA members who assist MITs. A lifesaver-ring lapel pin will be awarded to members who provide significant, tangible assistance to an ILCMA MIT. Significant, tangible assistance may include sharing a room at an ILCMA or ICMA conference, adding an MIT to an interview process, hiring an MIT part-time, full-time, or for a special project, or inviting an MIT to a regional managers' lunch. Applications are available on the ILCMA website and may be submitted to the Secretariat who will provide the information to the Membership Services Committee for review.

[Apply Here](#)

## ILCMA Members who have been awarded the ILCMA Lifesaver Award:

Jim Arndt, Former City Administrator, Effingham  
Kathleen Gargano, Village Manager, Hinsdale  
Matt Fritz, City Administrator, Coal City  
Jim Grabowski, City Manager, Elmhurst  
Cara Pavliceck, City Manager, Oak Park

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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.

### Municipal Partnering – A Cost Reduction Strategy for Municipalities

Louis Haussmann PE, PTOE™, PTP™ Baxter & Woodman, Inc.

Looking for ways to stretch your municipal dollars? Consider municipal partnering.

**WHAT IS MUNICIPAL PARTNERING?** Municipal partnering is when a group of municipalities and/or agencies join together to achieve economies of scale for the purpose of purchasing shared services and/or commodities. This collaborative approach has many benefits including helping communities extend their financial resources.

#### WHAT ARE SOME OF THE BENEFITS OF PARTNERING?

- Sharing best practices results in better bid specifications and cost savings by challenging the status quo
- Existing contracts can be reexamined and vendors may be willing to renegotiate in order to get more business
- Relationships established can lead to other shared service opportunities and discussions

#### HOW TO GET STARTED?

Identify common opportunities for partnering between neighboring communities is a good place to start. These projects/service needs could include; street resurfacing, curb/sidewalk replacement, cleaning and televising sewers, purchasing road salt, sewer lining, and more. Next, leverage geographic proximity. Reach out to neighboring communities to identify which communities are open to discussing a partnership. Once you have identified communities that are open to the concept, get together with them to discuss projects/services that are a good fit for a partnership. The next steps are to reach out to service providers and organize the bidding.

#### WHAT TYPES OF PROJECTS CAN BE BID?

Bids can range from large street resurfacing bids worth nearly \$2.0 million to smaller decorative fountain maintenance bids worth approximately \$20,000. Other examples of jointly bid projects include concrete sidewalk and curb and gutter repair, asphalt patching, crack sealing, tree trimming, hydrant painting, bridge inspections, internal closed circuit televising of storm and sanitary sewers, internal sanitary and storm sewer lining, and street light maintenance and repair.



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#### HOW ARE BIDS STRUCTURED?

Request for Bid's (RFBs) can be structured for multi-year contracts allowing a city to extend the contract on a yearly basis depending on the contractor performance, budget, and council approval.

#### WHAT COST SAVINGS CAN BE REALIZED?

Cost savings can be substantial, but can vary depending on the type of shared service project and the project's size and scope. For example: three communities who combined their resurfacing programs realized a cost savings of approximately \$120,000 for the three communities.

**KEY TAKEAWAY:** Collaboration can have big advantages. By partnering on projects, agencies can save money completing a single larger scale improvement project opposed to improving the smaller projects individually.

## 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.

### Officer Wellness in Public Safety Workplace Design

By Jake Davis, DLR Group

Against a backdrop of increased scrutiny over officer actions, the demands of policing in the 21st century amplify stress levels in public safety officers. These realities, along with the increasing use of technologies from body cameras to predictive analytical software, call for the design of police workspaces that are well thought out and always mindful of built environment's impact on the people who work there.

Tackling the push-pull of these dynamic needs requires a new approach to the design of public safety workplaces. It begins by seeing these buildings as literal parts of the toolkit that officers use to do their jobs; a bona fide Swiss Army knife that can meet a number of different objectives while managing to flex and grow with the officers' needs. Four basic design strategies help create a healthy work environment for officers and staff, while providing a positive experience for the public they serve.



### Communication

In the life of a public safety officer, camaraderie and communication between work units leads to smoother operations. It also plays a vital role in creating a culture of support and openness in the workplace. An optimized workplace breaks down potential barriers between work groups to encourage more socialization and communication among workers rather than cloistering them at their desks; and this rings true for public safety facilities, too.

A successful strategy provides more open, casual break areas. This offers the twin benefits of enhanced visual communication between different operational groups, and the consequent sharing of information between locations scattered around the building.

Transparency among colleagues on different floors provides an opportunity for improved communication among administrators, investigators, and patrol officers, as well as an integrated and equitable access to a variety of staff resources, such as fitness and wellness zones.

### Community Conversation

One of the most pressing issues facing public safety agencies across the country is trust and transparency among the officers and the communities they protect. In the same way that breaking down barriers of department communication through building design is important, a space that invites the public into the facility goes a long way in creating a positive association of place.

Citizens should feel that the public safety facility is a place of refuge, and the design should assure victims they will not be seated next to their perpetrator. The architecture should



### Connectedness

Easy access to patrol vehicles and resources that every officer must use is foundational to quick connections to the streets and decreasing response times in emergency situations. Officers must not only have direct connection to their patrol cars, but also immediate access to large duty bags, firearms, and equipment – everything from ticket writers, fingerprint readers, and radars to body cameras and keys – on the path to and from their vehicle.

*continued on page 11*

# SAVE THE DATE

# ALL THE QUEEN'S HORSES

## WHEN

**Wednesday, Nov. 14**  
**10 a.m. – 3 p.m.**

## WHERE

**NIU Naperville**

**1120 E. Diehl Road, Naperville, IL 60563**

\$60 – documentary, lunch, and professional development session

\$50 - lunch and professional development session only

\$25 – student rate - documentary, lunch, and professional development session

**UNDERSTANDING FRAUD • What happened in Dixon? • Internal controls • Financial best practices • Communicating with elected officials and staff • Ethics • Employment law and HR considerations • WHAT WOULD YOU DO?**

**[WWW.ILCMA.ORG/EVENTS/ILCMA-PROFESSIONAL-DEVELOPMENT-ALL-THE-QUEENS-HORSES/](http://WWW.ILCMA.ORG/EVENTS/ILCMA-PROFESSIONAL-DEVELOPMENT-ALL-THE-QUEENS-HORSES/)**

## AGENDA

**10:00 a.m. Registration**  
**10:30 a.m. Film viewing**  
**Noon Lunch**  
**1:00 p.m. Expert panel discussion and Q & A**

## DISCUSSION WILL FEATURE

**Best practices in finance**  
**Understanding fraud**  
**Internal controls**  
**Ethics**  
**Communication**  
**Employment law**

## MODERATOR:

**DANNY LANGLOSS, JR.**  
City Manager, Dixon

## PANELISTS:

**Stan Helgerson**  
Retired Finance Director, Carol Stream

**Scott Shumard**  
City Manager, Sterling

**Mary O'Connor**  
Partner-in-Charge,  
Forensic & Valuation Services,  
Sikich

**Yvette Heintzelman**  
Partner,  
Clark Baird Smith LLP

## PRESENTED BY

**ILCMA Professional Development Committee & IAMMA**



# IAMMA/Metro Managers Angel Tree Luncheon

**DECEMBER 12th - 11:30am**

**Harry Caray's Italian Steakhouse**

70 Yorktown Shopping Center, Lombard, IL 60148

**RSVP by December 8th**

**Join Us Before for a Speed Coaching Event @ 10:30am**

Speed coaching is a quick method of mentoring new professionals and a great way to expand your network.  
Spots available for both Speed Coaches and Participants!

*Questions can be directed to: Justyn Miller ([jmiller@warrenville.il.us](mailto:jmiller@warrenville.il.us)) or Evan Walter ([ewalter@burr-ridge.gov](mailto:ewalter@burr-ridge.gov))*

**IAMMA & Metro Managers**  
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**2018**  
**angel tree**  
giving 

Angel Tree tags may be obtained at the Metro Manager Luncheon on November 15th, or by contacting Laura Linehan at [linehanl@foxlake.org](mailto:linehanl@foxlake.org)

Gifts (unwrapped) must be dropped off at the IAMMA/Metro Managers Luncheon at Harry Caray's in Lombard on December 12th.

**SIGN UP FOR EVENT**  
**HERE**

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# IAMMA/METRO MANAGERS December Holiday Luncheon

## TOPIC: 2018 ICMA Program Excellence Award Recipients

Presentation from Illinois Winners of the 2018  
ICMA Excellence Awards Program



### **Flossmoor, IL: Connecting Our Community to Be More Inclusive**

*Presented by: Bridget Wachtel, Village Manager*

### **Mundelein, IL: A Way Out Program: Lake County Opioid Initiative**

*Presented by: John Lobaito, Village Administrator*

### **Kenilworth, IL: Kenilworth 2023 Infrastructure Improvement Plan**

*Presented by: Patrick Brennan, Village Manager*

**REGISTER AT:**

<https://2018-holiday-lunch-ilcma.eventbrite.com>



## IML Managers Monthly Column

*By Patrick Ulrich, IML Managers Committee and City Manager, Peoria*

Growing public safety pension obligations are having impact across Illinois municipalities with a direct impact on services levels. Peoria is no different. In Peoria, public safety pension obligations continue to grow at an alarming rate. Staff last year projected an 8% increase over 2018 obligations. After receiving this year's actuarial analysis, the funding obligation increased \$1,400,000 over the 8% increase. There is no end in sight.

In 2018, 85% of the City of Peoria property tax levy goes to pensions. The fire pension levy has increased 77% in the last 10 years. The police pension levy has increased 159% in the last 10 years.

To keep property tax rates level, we have been reducing the property tax levy that funds operations. Our general fund levy has decreased 94% in the last 10 years. Even with these increases, unfunded liabilities continue to grow. In Peoria, these liabilities total more than \$2,500 for every citizen. Police unfunded liabilities have grown 275% in the last 10 years to \$159 million. Fire unfunded liabilities have grown 170% in the last 10 years to \$138 million. Future benefit payouts will cumulatively grow by \$80 million over the next decade. Pension board investments, employee contributions, and ever growing City contributions will have to match that growth.

The challenge is that Peoria, and other municipalities, are responsible for something that they literally have no control over. Benefit and employee contribution levels have been established by the State. Pension board composition and the limits of their investment authority has been established by the State. Pension boards hire the investment fund managers and actuaries that ultimately determine the employer contribution level. Municipalities simply levies the taxes to collect the employer contribution.



From 1999-2017, the S&P 500 average return was 7.8%. The Peoria Police Pension Fund averaged 5.9% and the Peoria Fire Pension fund averaged 5.7% during that same time period. Had the pension funds been granted the same investment authority as IMRF during this period of time, their returns might be looking considerably different. While investment limitations protect pension funds from market contractions, these limitations tie the hands of pension boards, particularly during this period of sustained stock market growth.

Increased pension funding is not keeping pace with benefit growth. The State has established a date of 2040 for police and fire pension funds to be 90% funded. This drives up the unfunded liabilities because municipalities cannot levy enough taxes to close this gap. Moving to a rolling amortization will ease the burden on municipalities and reflect the reality that Illinois municipalities will be around far longer than 2040. Positively, IMRF rates decreased, a reflection of the one statewide pension fund that is financially solvent. Consolidation of the more than 650 public safety pension funds should be on the table in Springfield.

Municipalities are forced to reduce service levels in order to live within our means. In Peoria, the workforce has been reduced 18% or 143 positions since 2009. Operational reductions took place in areas other than public safety. As we look to 2019, the recommended budget that the Peoria City Council will be considering proposes a reduction of 2 fire engine companies and holding several police officer positions vacant. Without the pressure caused by pension growth, this reduction in public safety positions would not be occurring in Peoria.

The growth in public safety pension obligations will continue to hamstring future municipal budgets. A comprehensive solution reducing investment limitations, expanding unfunded liability amortization periods, and examining consolidation needs to be a priority. The General Assembly will need to act, and that action might not occur until more public safety service level reductions occur throughout the State.



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continued from page 6

speak to a pervasive sense of safe connection, and unique program spaces should allow for both structured and more casual access to officers and administrators.

## Celebrating Holistic Wellness

For the stressful lives of public safety professionals, the facility must be a place where officers feel safe, secure, and at ease, with space to decompress and debrief as needed. Wellness is a multifaceted strategy of which physical fitness is an important part, but so are the following design elements:

- Acoustic control across a variety of spaces
- Lighting tuned to shift workers, who may be working in the middle of the night
- Access to daylight and views
- Monitoring building data to optimize thermal comfort and occupancy awareness
- Integrated socialization
- Mental health focus rooms

Officer wellness and wellbeing is a serious issue, and while design is just the tip of the iceberg, it can set the stage for integrating other strategies across the agency. It takes time to consider the multifaceted perspectives of everyone who enters a public safety facility, but the resulting benefits create safe places where officers and the public feel safe, protected, and connected as a community.



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# Nominations for the ICMA Executive Board Now Open

## Non-CEO Position Available in Midwest Region

Members interested in serving on the ICMA Executive Board should submit nomination materials by December 3, 2018.

Serving on the ICMA Executive Board is a tremendous opportunity to give back to the profession and to advance the efforts of your professional association. ICMA is seeking candidates to serve as regional vice presidents in the five U.S. regions and the International region. Candidates will be selected in the spring of 2019 to join the board for a three-year term beginning October 2019. Any member who would like to serve should submit a letter of interest by December 3, 2018.

### The Process

Candidates are selected by a regional nominating committee composed of representatives from the state and affiliate associations and the ICMA President. Each nominating committee is responsible for interviewing and identifying qualified individuals who can best represent our diverse profession. Each nominating committee selects one nominee who will appear on the ballot in May 2019 for consideration by the membership. Individuals who are not selected by the regional nominating committee can have their name included on the ballot via a petition process.

The ICMA Executive Board looks forward to working with U.S. and international affiliates on this important leadership responsibility. The regional nominating committees will be selecting ICMA's future leadership – all vice presidents, and therefore potential future ICMA Presidents. Complete information on the nomination process is available online.

### Eligibility to Serve

Any Full (Corporate) member of ICMA currently in-service to a local government is eligible to serve, subject to the protocols established by the regions. The regional protocols provide the opportunity within the region for all states and countries to be represented, while also contributing to the achievement of a balanced board that represents the profession and those served by it.

While all vice-presidential positions are open to any qualified member, one position in each U.S. region must be held by a non-CEO, (i.e., an assistant or deputy). This year, a non-CEO is needed to fill the seat open in the Midwest region. A chart of Geographical Protocols for 2019 is provided here along with excerpts from the regional agreements on rotations.

### How to Apply

Candidates should provide ICMA with a resume and a statement of no more than two pages outlining their qualifications and views of issues facing ICMA and the profession. Candidates should also explain what they have done to support the profession via service to ICMA, state or affiliate organizations, or other related organizations.

Candidates not selected by the regional nominating committee can have their name appear on the ballot if they submit a petition signed by 15 Full (Corporate) members. The petition must be submitted along with candidate materials by December 3, 2018.

All nomination materials should be submitted by email to [nominations@icma.org](mailto:nominations@icma.org) by December 3, 2018.

### Interviews

All candidates in the United States are asked to participate in an interview to be held on the Wednesday afternoon of their 2019 regional conference. In-person participation is strongly recommended. Interviews for the 2019 VP candidate in the Midwest are scheduled for May 8-10 in Evanston, Illinois

All materials submitted with the application will be distributed to the appropriate regional nominating committee in advance of the interview.

### Questions

Questions on the process should be directed to Felicia Littky at 202-962-3656 or [nominations@icma.org](mailto:nominations@icma.org).

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## 2018-2019 ICMA Committee, Advisory Board, and Task Force Appointments – ILCMA Members Volunteer

**More than 300 members have been appointed or designated to serve on committees, advisory boards, and task forces.**

In June 2018, ICMA President-elect Karen Pinkos, assistant city manager, El Cerrito, California, appointed individuals to serve on ICMA member committees and task forces. ICMA Executive Director Marc Ott appointed individuals to serve on the advisory boards. Other stakeholders, including state and affiliate associations, designated additional representatives to the ICMA Conference Planning Committee. New committee, advisory board, and task force members will begin their terms of service at the 104th ICMA Annual Conference in Baltimore, Maryland. These newly appointed committee members are listed below by committee and name. A complete list of committee, advisory board, and task force members is available on the ICMA website.

### **New Groups**

#### ***Task Force to Revise and Update the ICMA First-Time Administrator's Guide***

ILCMA Committee Member: Stephanie Dawkins, Geneva, IL;

### **Ongoing Groups**

#### ***Advisory Board on Graduate Education***

ILCMA Committee Member: Denise Burchard, Northern Illinois University, IL;

#### ***Conference Planning Committee***

ILCMA Committee Members:  
Michael Cassady, Mount Prospect, IL;  
Shanalee Gallagher, Evanston, IL;  
Donna Gayden, Fairburn, IL;  
Maria Lasday, Bannockburn, IL;

#### ***Government Affairs and Policy Committee***

ILCMA Committee Member:  
Joseph Carey, Vernon Hills, IL

#### ***ICMA Welcome Ambassadors***

ILCMA Committee Member:  
Moses Amidei, Wadsworth, IL;

#### ***International Committee***

ILCMA Committee Members:  
David Niemeyer, Tinley Park, IL

#### ***Research and Policy Advisory Board***

ILCMA Committee Members:  
Shanalee Gallagher, Evanston, IL  
Bradford Townsend, Schiller Park, IL;

#### ***Smart Communities Advisory Board***

Committee Chair: Amy Ahner, Glenview, IL.  
ILCMA Committee Member:  
Benjamin McCready, Geneva, IL

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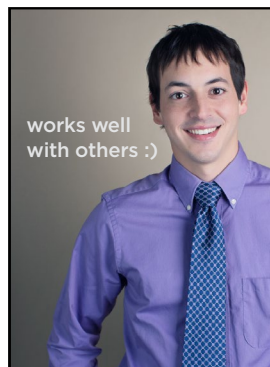
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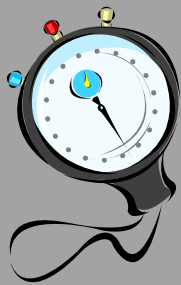
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Session for Aspiring  
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Honor the Future  
at the IAMMA/Metro  
Holiday Luncheon***

***Brought to you by:  
ILCMA Professional  
Development Committee***

**BRING YOUR ASPIRING LEADERS**

**Who:** Municipal and County Managers/  
Administrators, Department Heads,  
Senior Staff, Division Managers and  
Aspiring Local Government Leaders

**What:** A chance for aspiring leaders to  
connect one-on-one with Municipal and  
County Managers/Administrators and  
Department Directors

**When:** Wednesday, December 12, 2018  
10:30 am to 11:30 am

This session will be immediately before  
the IAMMA/Metro Holiday Luncheon

**Where:** Harry Caray's in Lombard  
70 Yorktown Shopping Center  
Lombard, IL

**Why:** In the spirit of building the leadership  
bench, we know that networking  
opportunities provide new ideas and  
excitement to advance the careers of  
emerging leaders

**Cost:** \$35 per person for the Speed Coaching  
and Luncheon

**RSVP:** By Friday, Dec. 7th by going to:

<https://2018-holiday-lunch-ilcma.eventbrite.com>



**Registration 10:15 am**

**Speed Coaching 10:30 to 11:30 am**

*Participants will have the opportunity to  
network with City/County Managers and  
Administrators in a fun yet time-sensitive format!*

***Bring Business Cards!***

**IAMMA/Metro Holiday Luncheon 11:30 am**

**Attendance for both the Speed Coaching  
and Luncheon will be \$35!**





## ***How to Make the Most out of Speed Coaching....and have fun doing it!***

Congratulations on your decision to join in the fun of the Speed Coaching and Networking Lunch for Aspiring Government Leaders.

You will be engaging with local government leaders from various disciplines across the Chicago Metropolitan area. Here are a few suggestions to help you get the most out of this lively, fast-paced opportunity to expand your network and develop professional connections:

1. Arrive on time for the event so you can receive instructions, pick up resources and informally mingle prior to the speed coaching.
2. You'll participate in 10-minute coaching sessions. Come with a playful spirit; this is intended to be a high-level, low-risk way to get acquainted.
3. Think about what you'd like to give and take from the 10-minute sessions. This is intended to be a high energy, low-risk way to get acquainted.
  - Pick one or two items from a particular session.
  - Make up your own ideas or questions.
  - Just be yourself.
  - If you don't click with someone, no worries; you'll move onto someone else soon.

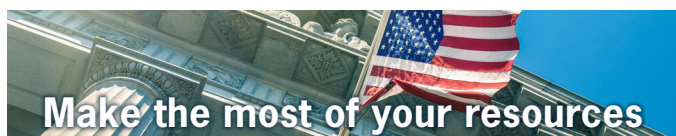
### **\*\*\* FOR ASPIRING LOCAL GOVERNMENT LEADERS, YOU MIGHT THINK ABOUT...**

- Hopes you'd like to realize in your career.
- Some career issue you'd like to get different perspectives about.
- Feedback about options you're considering.
- Connections for volunteer coaches to help you make to advance your interests.
- Gratitude for the opportunity to personally meet and learn.
- Something that you found useful from the exchange.

### **\*\*\* FOR LEADERS/COACHES, YOU MIGHT THINK ABOUT...**

- Your understanding of what's important to the person you are speed coaching.
  - Some options that you think he or she may wish to consider.
  - A brief story or experience that may be relevant.
  - A vision or action that you invite them to embrace.
  - People, resources or education that you think might be useful to them.
4. **BRING YOUR BUSINESS CARDS!!!** There is no pressure for further discussion, just opportunities!
  5. At the end of the event, there will be a short feedback session to share the great connections made during the event. Feel free to share—we all want to learn!

*Tips adapted from Cal-ICMA Coaching Program*



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## ILCMA Memberhip Responsibilities For Members In Transition

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

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

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

## Do you have Special Projects for which you need Additional Help? Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

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

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

**Professional Resource Program (PRS)** – The PRS program consists of retired, semi-retired, and MIT's who are again able to do special projects, fill positions, and provide expert professional services to your local government. For information please visit the ILCMA website at <https://www.ilcma.org/programs-and-services/ilcma-professional-resource-service/>

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

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

## Members in Transition Who Agreed to Publicize their Information: (Visit the Members Only section of the ILCMA website to view resumes of those who have submitted them.)

John Kolata	<a href="mailto:jdkolata@hotmail.com">jdkolata@hotmail.com</a>	309-525-2359
Janet Matthys	<a href="mailto:janetmatthys@gmail.com">janetmatthys@gmail.com</a>	708-698-1523
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*Part 4 - Promote: Effectively telling your story to the world*

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**Nov. 15, 2018 – NIU-Naperville**

*The Lost Art of Listening*

**Dec. 4, 2018 – NIU-Naperville**

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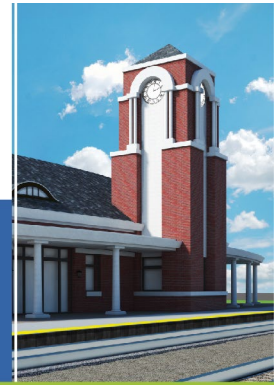
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## ILCMA Members Become ICMA Credentialed Managers

**Anne Marie Gaura**, MIT, recently received the International City/County Management Association (ICMA)'s Credentialed Manager Candidate designation. He will become an ICMA Credentialed Manager in November 2020.

### ***Interested in Becoming a Credentialed Manager?***

The Application Deadlines and Fees are:

- January 3
- April 3
- July 7
- October 2

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Wally Bobkiewicz, [wbobkiewicz@cityofevanston.org](mailto:wbobkiewicz@cityofevanston.org)  
Jim Culotta, [jimculotta@outlook.com](mailto:jimculotta@outlook.com)  
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## Midwest Leadership Institute

*Helping local government navigate a complex world in a time of disruptive change*

### Approach

A basic premise of the Midwest Leadership Institute is that successful outcomes in local government require a deep understanding of interpersonal leadership. The ability to understand individual and organizational behavior and the ability to diagnose why people act the way they do is crucial. The courage and discipline to admit when you do not know what you do not know, which requires you to know yourself and your emotions, is also a focus of the Institute.

### Who Should Attend

Local government professionals including chief administrative officers, assistants, and department heads interested in advancing their career who would like to:

- Thrive in an increasingly complex world with multiple personalities, competing self-interests, questionable ethics and the prominence of the information age.
- Function in a complex world with challenges facing local government professionals that can make leaders feel like the healthiest person in the emergency room.
- Implement sound judgment, an important concept of the Institute, which will help guard against blind pathology and acting without the proper analysis.

The Institute customizes learning to the needs of the participants. Learning in teams focusing on real world local government scenarios is a critical component of the Institute.

### Curriculum

The Institute is an intensive 4.5-day program with both an internal self-focus and an external organizational focus. The Institute consists of nine learning pods including lectures, exercises, team discussions and team presentations.

The nine learning pods are as follows:

1. Leadership in the New Order of Things and Fundamental Concept for Leading People
2. Judgment – The Foundation to Successful Leadership
3. Emotions – The Ultimate Motivator
4. Self-Awareness – Overlook at your Own Risk
5. Resistance, Motivation and Performance
6. The Unique Challenges of Public Sector Ethics
7. Groups Committing to Reality
8. Aligning Goals, Tasks and Relationships
9. Balancing the Competing Needs of Work, Family and Self

If you are an **ICMA Credentialed Manager**, the Institute includes practice areas 1, 4, 5, 6, 8, 13, & 14.

### Instructors

A cross-disciplinary team of leading local government practitioners and experts in executive coaching and leadership development presents the program

- David E. Morrison, M.D.
- Daven Morrison, M.D.
- David M. Limardi, Midwest Regional Director, ICMA, MPA, ICMA-CM
- Robert Kiely, City Manager, Lake Forest, MPA, ICMA-CM

### Logistics

Each program is limited to 40 participants to ensure time for one-on-one individualized coaching as well as small group and all-participant events. Tuition for the entire 4.5-day Institute is \$2299 and includes course materials, continental breakfast daily and lunch four days. Organizations that send multiple participants are eligible for tuition discounts. Please see below for contact information. Special group rates are available. Please contact Dawn Peters for information.

The Institute will be held **April 29 – May 3, 2019** at Northern Illinois University's Naperville campus, 1120 East Diehl Road, Naperville, IL.

Visit [www.cgs.niu.edu/midwest\\_leadership\\_institute](http://www.cgs.niu.edu/midwest_leadership_institute) for more program details and area lodging options. Please contact Dawn Peters at [dpeters@niu.edu](mailto:dpeters@niu.edu) or call her at 815-753-0923 with questions.

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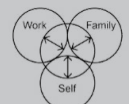


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## ILGNet is now ILCMA Community Resource Network



The communication tool for ILCMA and IAMMA has been updated. If you already subscribe to ILGNet you don't need to do anything to continue utilizing this tool. If you haven't joined you should know that this system is the web portal for knowledge and communication sharing for ILCMA and IAMMA members. ILCMA Community Resource Network provides the following features:

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

**To join please go to [www.netqa.org/ILGNET/\\_cs/GNSplash.aspx](http://www.netqa.org/ILGNET/_cs/GNSplash.aspx) or [www.ilcma.org](http://www.ilcma.org). and follow the instructions.**