



August 2020

Illinois City/County Management Association

ILCMA news

Volume 16 No. 1

Strengthening the quality of local governance through professional management

In this issue

Welcome New Members	3
Who's Who	3
ILCMA Connect	3
ILCMA Annual Report	4
Corporate Partner Spotlights	7
IAMMA Leadership	13
Complete your Profile!	14
IML Column	16
Share Your Stories	18
Downstate Board	19
Southwest IL Board	19
Legacy Project Board	19
ILCMA Board	20
Metro Managers Board	21
Call for Volunteers	18
Leadership Podcast	22
ICMA Ethics	23
ICMA Coaching Program	25
Webinar Series	26
ICMA Update	28
UNITE Digital Event	30
MIT Lifesaver Award	33
Managers in Transition	35
Senior Advisor Message	35
Job Mart	39



info on page 18



Calendar of Events

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



Thursday, August 6
Economic & Industry Perspectives
Webinar

September 23 – 26
ICMA's Annual Conference
UNITE: A Digital Event

Thursday, August 20
Local Responses to Recreational Cannabis
Webinar

President's Column

Dear Members of ILCMA:

In preparation of writing this column, I reviewed columns written by my predecessors, re-read the ILCMA's mission statement and the ICMA Code of Ethics, reached out to my mentor (my father) and spoke with our trusted Executive Director (Dawn Peters) about the plans we have made for this year. I also thought a great deal about the uncomfortableness and challenges the COVID-19 pandemic has presented since mid-March. 2020 has been a year (so far) that I suspect some would like to forget and yet others may look back on warmly (really).

I was told early in my life that things are never as bad as they seem or as good as they seem; they are always somewhere in between. I guess time will tell, but I know over the past few months that we have endeavored to execute the typical and expected myriad programs, capital initiatives and services we manage as local government professionals; we have also had to help steer our communities and organizations through the uncharted waters of this pandemic. Some of us navigated highly charged political issues (many, ripe for action) literally playing out on our streets, town squares and in our city halls. Notwithstanding these trials (read: opportunities), I am excited and grateful for the upcoming year, the state of the Association, and the work we have in front of us.

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* State of the Association. At the end of April of this year, the Association achieved a total membership of 802, which is a slight increase over 2019. Corporate membership (our voting members) is also strong at 458, which is the same as 2019 (a year that slightly topped the peak of 457 in 2015). One of the values of our Association is inclusiveness. We value each other's differences and contributions to the whole. Looking more closely at the data the Association has collected over the past 12 months, one would find that 27% of the voting membership is located downstate with the balance coming from the greater Chicagoland area. With regards to the demographic make-up of the membership, I would characterize the diversity within the membership as dismal but there is some good news – we are getting slightly better in terms of gender and race diversity (but only minimal gains). We received contributions of \$175,500 from 71 corporate partners (critical to our success), which is up 6% from 2018 – 2019. Financially, ILCMA is sound; ILCMA had a fund balance of \$364,837 as of fiscal year end on April 30, 2020; the balance is within established policies and did not increase from the 2019 fund balance. So, while we need to improve the diversity of our membership (I hope we all can strive to keep our trajectory going in the right direction), we are well resourced to complete our objectives.

* Our "To-Do" List. The ILCMA promotes professional local government management through its commitment to inclusiveness, adherence to the ICMA Code of Ethics, and high-quality member support. This particular moment in time is exceptionally challenging and requires careful listening and thoughtful planning to fulfill our mission. How will we listen? We will begin by surveying the membership on issues such as COVID-19 impacts, ILCMA services and programs, professional development offerings and much more. This survey was going to be conducted in the spring but, due to the COVID-19 pandemic, it was postponed until this fall. We will use the results to inform and guide us as we develop a new strategic plan. The strategic plan is the Association's blueprint for success, so your participation in the survey and plan development process will be critical. We also will be

rolling out the new Mentor Match program through ILCMA Connect. Finally, we are doing a website update and will continue to develop video content to promote the profession to high school and college age students.

* Gratitude. I am honored and humbled for the opportunity to serve as the ILCMA President for the next year. I could not ask for a better Executive Board to serve with that includes President-Elect Dorothy David, Vice-President Randy Bukas, Secretary/Treasurer Peggy Halik, and our Immediate Past President Ray Rummel. In addition to being highly experienced professionals and contributors to ILCMA, these individuals are forward-thinking, thoughtful and all-around fine human beings. I am also grateful for the dedication to the Association that all of the members that are doing the hard work at the committee level. People like, Napoleon Haney, who has agreed to chair the Diversity and Inclusion Task Force and my long-time friend, Paula Schumacher, who leads the Legacy Project. These folks and their peers do such important work that will only make our Association stronger. We rely on all of you to help us better the Association and our profession so please say "yes" or volunteer when you have the chance.

Again, I thank all of you for your efforts and support and look forward to working with everyone. Let's make the most of our opportunities!

Best regards,
Drew Irvin, ILCMA President
Village Administrator, Lake Bluff





ILCMA Connect is an enhanced member benefit that is a powerful network to connect colleagues from across the state of Illinois to exchange knowledge and share solutions.

ILCMA Connect, which automatically enrolls all ILCMA voting members, students, and cooperating members, is a cloud-based, private online community. ILCMA has started off with one general community for launch, which includes an open forum for general discussion. The potential exists for affiliate associations to have their own specialty community, so look for this new feature soon.

ILCMA members will receive an email with a subscription notification. In addition to being able to chat with colleagues, members will be able to participate in discussions; access a library of resources specific to communities; and post images, videos and documents to share with others.

ILCMA Connect access is tied to ILCMA corporate membership. Members will be able to join communities, update individual profiles and manage the frequency of community notifications. To learn more and join the discussion, please visit the ILCMA Connect website.

[CLICK HERE FOR INFO](#)

Welcome New Members

Mike Chambers, NLC Service Line Warranty Program
by HomeServe
Lori Curtis Luther, City Manager, City of Beloit
George Gabriel, Senior Management Analyst,
City of Manhattan Beach
David Hansen, Administrative/G.I.S. Analyst,
Village of North Aurora
William Kolschowsky, Management Analyst, City of Urbana
Riley Lynch, Administrative Intern, Village of Gilberts
Spencer Parker, Assistant Village Manager,
Village of Westmont
Conor Schultz, Management & Budget Analyst,
Village of Niles
Julie Smick, Administrator, Village of Morton
Claudett Sofiakis, Village Administrator, Village of Johnsbury
Anne Sortino, Code Enforcement Officer, Oak Lawn
Martin Vanags, Interim City Administrator, City of Moline

Who's Who Directory Update

Raymond Munch is the new budget manager for the city of Naperville. He was formerly the assistant city manager for the city of DeKalb. His new contact information is:

Raymond Munch
City of Naperville
400 S. Eagle Street
Naperville, IL 60540
Phone: (630) 305-5958
Email: MunchR@naperville.il.us

Congratulations to **Jim Norris**, Village Manager, Hoffman Estates, who announced his retirement as of August 14, 2020 after 22 years of service to the Village.

Kirsten Hinds has been promoted to Community and Economic Development Director in the city of Freeport. She was formerly the Assistant to the City Manager in Freeport.

Offering Services and Resources for Municipalities and Job Applicants

GovHR is offering the following resources and services for our clients and applicants in light of COVID-19:

- Free Resume Review
- Free Job Board Postings
- FEMA Reimbursement/Grant Writing Assistance
- Organizational Analysis
- Virtual Services
- Resume Database
- Tips, Articles, Resources

For more information please visit
www.govhrusa.com

Or email: info@govhrusa.com



Aquify is your complete water distribution network intelligence solution.

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Carlo F. Cavallaro, Director, Business Development
Mobile: 630-669-3068 | Carlo.Cavallaro@exeloncorp.com



ILCMA Annual Report July 1, 2020

Strengthening the Quality of Local Governance through Professional Management

The following represent notable accomplishments from July 2019 to June 2020:

- Achieved a total membership of 802 as of April 30, 2020, which is a slight increase over 2019. Corporate (voting) membership is 458, which is the same as 2019 a year that slightly topped the peak of 457 in 2015.
- Received contributions of \$175,500 from 71 corporate partners, up 6% from 2018 - 2019
- Continued implementation of the 2017 – 2020 3-year strategic plan.
- ILCMA had a fund balance of \$364,837 as of fiscal year end on April 30, 2020; the balance is within established policies and did not increase from the 2019 fund balance.
- Actively supported the ICMA Coaching program (approx. 520 members listened to live coaching webinars).
- Held Winter Conference on February 6-8 in Normal, IL with 266 attendees, which was down from a record attendance in 2019 of 285.
- The Joint ILCMA/WCMA Summer Conference at The Abbey on Lake Geneva was canceled due to COVID-19 pandemic. The joint conference has been re-scheduled for June 2022 at The Abbey. The conference sessions were turned into webinars which were held every other Thursday from 11:30 a.m. – 1 p.m. throughout the summer.
- Held five professional development sessions (Oct. 3, Nov. 17, Dec. 11, and Feb. 5). The March, April, May and summer pre-conference sessions were canceled due to the COVID-19 pandemic. GoTo Meeting webinars were offered to those who could not attend in person.
- Partnered with NIU CGS to sponsor 11th annual Illinois Financial Forecast Forum on Jan. 24 (215 registrants).
- The Membership Services Committee began to work on several initiatives as a result of the new strategic plan.

They include:

- ILCMA Community listserv – much progress has been made as the listserv went through review, modification, and launch. The listserv has received positive feedback and is a very useful member benefit.
- ILCMA 2020 Membership survey – advancement has been made as the survey has been updated and was ready to transmit to ILCMA membership, but deployment was been delayed due to the COVID-19 pandemic. This delay provides an additional opportunity revise the survey and possibly add questions related to COVID-19.
- ILCMA Website update – progress was made by reaching the initial stage of creating a mobile and desktop mock website redesign that provides a clean, modern, and inviting layout. The committee has made progress on the Mentor Match as well.
- ILCMA Member Recruitment/Retention – when alerted by our ILCMA Executive Director Dawn, committee members have reached out to personally welcome new members and to contact non-renewal members to discuss the benefits of ILCMA.
- ILCMA Mentorship Program – The committee has been working to reinstate the program with added emphasis in ILCMA. The Board approved the Mentor Match module provided through Higher Logic, which hosts the ILCMA Connect listserv. The Mentor Match module will be ready to launch in early summer.
- The Communications Committee (formerly Promote the Profession Committee) continued to develop, plan and identify ways to enhance and expand outreach efforts to more effectively raise awareness of and build appreciation for the value of professional local government management.
 - Partner with IAMMA for Next Gen Initiative – visit schools and universities
This subcommittee was led by Mike Strong and Sam Barghi. The Communications Committee agreed to support and partner with IAMMA. IAMMA has a Next Gen Committee and has a strong campaign to reach college students in the Chicago Metro area. They continue to develop relationships with universities through orientation and class visits. Some professionals spoke to classes. A letter was sent out by last year's president which generated a few phone calls from managers/administrators who were interested in hiring an intern. Through those outreach efforts, two (2) dozen students were placed in internship programs. IAMMA continues to partner with the University of Illinois - Chicago, Illinois Institute of Technology, Northern Illinois University and continues to work to get visits at Northwestern University (MPP program). Lastly, there were two (2) outreach events held in September 2019 and January 2020.

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- **Develop an Elevator Pitch – create videos or clips for a variety of media platforms**
This subcommittee was led by Paula Hewson and Mike Earl. The Communications Committee identified this goal in order to promote career opportunities in local government by utilizing video clips for a variety of communication platforms. The goal was to create a series of video clips highlighting different career paths in local government to the next generation with the target audience being middle school, high school and college age students. The video clips would be designed for ILCMA members to use on their website and social media. The subcommittee continues to work with Vicarious Productions to produce the video clips. In December 2019, the subcommittee had the opportunity to review the first round of video clips and determined that they were not quite what they wanted and made the decision along with Vicarious Productions to re-think the approach. The new goal was to roll it out at the summer conference, but due to COVID-19 that timeline had to be adjusted.
- **Generate More Articles – Illinois Municipal League Newsletter**
This sub-committee was led by Brad Burke and Randy Recklaus. The Communications Committee identified this goal as an opportunity to submit articles in the IML monthly newsletter to highlight the value of professional local government management and share success stories. The purpose is to get Mayors to provide opinions about whether having a local government professional has helped them be a better Mayor and get projects done. A diverse group of Mayors were identified from across the state to complete a questionnaire and give testimonials about the benefits of having a professional manager. Those testimonials will be incorporated into an article. The sub-committee is working to get the article published in the IML newsletter.
- **Develop Communication Plan - highlight and promote the great work being done in communities across Illinois**
This sub-committee was led by Robin Weaver and Mike Strong. The Communications Committee identified this goal as an opportunity to think about long-term planning. The Committee brainstormed ideas about how to build a brand and promote local government management and distribute information about news stories, awards, and accomplishments happening in communities. The Communication Plan consists of many initiatives and activities that will serve as a guide for the Communications Committee's long-term work plan. The plan is a living document that is flexible and designed to assist ILCMA members by encouraging them to "Tell Their Story" and share information about the outstanding work happening in their communities. It is also an opportunity to encourage and support outreach efforts to "recruit and attract" the next generation of Professional Managers.
- **The ILCMA Board established the Ad Hoc Taskforce on Diversity and Inclusion with the goal of identifying and reducing barriers to the participation of minorities, women, and other underrepresented groups in the local government profession and ILCMA. Under the current ILCMA strategic plan, the Board has set a goal to increase minority and women representation in ILCMA membership by the 5% and to ensure minority and women representation on the ILCMA Board.**
 - The Taskforce worked with McKinley Advisors to conduct a Welcoming Environment Survey. The responses to the survey will allow the Taskforce to better understand the motivations, behaviors, and practices that are both driving and inhibiting minority and women to progress in our profession. The Taskforce intends to use the survey data to recommend benchmarks to measure the impacts of association progress toward increased diversity and inclusion.

The survey was open to members of ILCMA and WCMA during February. Vice-chair Napoleon Haney, with input from Taskforce members, drafted an article about the Taskforce's activities for inclusion in the February ILCMA newsletter to help promote member participation in the survey. In addition, Dawn secured the cooperation of IML to distribute the survey to municipal elected officials. 130 ILCMA members responded to the survey which was a 28.3% membership response. 95 elected officials participated in the survey as a result of the partnership with IML.
- **Next Steps – Proposed Activities for 2020-2021**
The Taskforce had hoped to have an April meeting and to have representatives attend the Welcoming Environment Summit sponsored by McKinley on April 13 -14. However, both were canceled due to the COVID-19 outbreak. As part of next steps, the association will need to work with McKinley to obtain benchmarking data and an executive summary to share with the Boards of ILCMA and WCMA and the general membership.

It is a goal of the Taskforce to recommend performance benchmarks and suggested strategies to increase diversity and inclusion for consideration by the Board as the next association strategic plan is developed.
- **Actively and effectively coordinated with the Illinois Municipal League through the IML Managers Committee and provided four sessions at the IML Conference in 2019. Hosted an exhibit table at the IML Conference to promote professional local government management.**

- Continued use of Ombudsman Program which serves as an outreach to new members to welcome, answer questions and inform them of ILCMA programs and services.
- Communicated with non-renewing members and understood reasons for decision to not renew membership.
- Continued to effectively support Managers in Transition (MIT).
- Maintained strong Senior Advisor Program - Senior Advisors during the year were Greg Bielawski, John Phillips, Steve Carter, and Robin Weaver. Collectively they clocked over 1,170 hours, traveled approximately 8,650 miles, and made just over 2,800 contacts in 2019.
- Supported events and activities of ILCMA affiliates: Legacy Project, IAMMA, Metro, IACA, Downstate, SWICMA.
- Renewed contract with NIU Center for Governmental Studies (CGS) to provide Secretariat Services for ILCMA.
- Evaluated performance of ILCMA Executive Director, which was rated as exceptional by the ILCMA Board.
- Maintained a strong ICMA presence with ILCMA members serving on several committees and task forces; worked in close coordination with ICMA Midwest Regional Director Cheryl Hilvert.
- Maintained a strong partnership with the Alliance for Innovation to enhance member benefits for both agencies.
- Due to COVID-19, the ILCMA Awards Program was postponed and no awards were given for 2019-2020. ILCMA typically has nominations for Robert B. Morris Lifetime Achievement Awards and ILCMA Service Awards for Service to the Community, Service to the Profession, and Service to the Association.
- Awarded the James M. Banovetz Fellowship Award to Cole Neder, DePaul University SPS, and Brianna Bacigalupo, Northern Illinois University MPA Program.
- Contributed \$300 (\$100 per individual) to the ICMA Fund for Professional Management in honor of retiring members: William Wasson, Jeff Soland, and Tim Frenzer.
- \$500 in contributions were made to the ICMA Fund for Professional Management in memory of the following members who passed this year: Dave Anderson, Marilynne Davis, Gordon M. McCluskey, Robert Pierce, and Joe Woith.

Thank you for the great honor of allowing me to serve as President, and heartfelt thanks to the many members and supporters of ILCMA who are responsible for accomplishments of 2019 - 2020, specifically Board Members, Committee Chairs/Members, Senior Advisors, Corporate Partners, Affiliates, ICMA, and members of ILCMA across the state.

Respectfully Submitted, Ray Rummel, President

52nd Annual Illinois BEDC Postponed Until October 2021

No Course offered this Fall. Due to health, safety and fiscal concerns resulting from the COVID 19 pandemic and the resulting economic slowdown, the management team of the Illinois Basic Economic Development Course (BEDC) have voted to postpone the 52nd Annual Course until October 2021.

The accredited Illinois BEDC will be held Next Year, October 18-22, 2021. Registrations will begin on-line in January. A limited number of Scholarships offered by Sponsors will be available.

"All of our sponsors and instructors want the Illinois BEDC course to continue to serve the educational needs of economic development professionals," said Ivan Baker, CEcD, AICP, FM, course director. "At this unusual time, we

are most aware of health and safety issues, as well as the financial constraints being faced by many of our economic development organizations. Postponing the course until 2021 is in the best interest of all concerned."

The Illinois BEDC is the second oldest Economic Development Training course in the nation, and has graduated over 1,600 professionals. The course is sponsored by Ameren, Nicor Gas, ComEd, Hoosier Energy, Southern Illinois University Edwardsville, Illinois Economic Development Association, and the International Economic Development Council. For more information on the course, check out the website: www.BEDCIllinois.org.

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.

Maintaining Healthy Mechanical Systems During a Pandemic and Beyond

By Cordogan Clark: Brian Kronewitter, AIA, DBIA; David Allen, P.E.*, LEED® AP & Jacqueline Neal, Project Development

Just last year we were redesigning our municipal facilities to be responsive to new pedagogies and the acceleration of innovations in technology. Today we are faced with a pandemic that is changing how we behave and how our communities react.

By now, we all know establishing strict cleaning routines, communicating and adhering to healthy hygiene habits, wearing masks, and social distancing can go a long way in protecting our communities; but how can city and county managers maintain healthy facilities? As architects and engineers, we look at recommended "best practices" for helping establish and maintain a healthy building.

As we navigate a new normal and determine the best way to get our communities' facilities up and running in order to get people back to work and activities, it is imperative we are aware that our heating, ventilation and air-conditioning units are a potential COVID-19 super spreader. Although the World Health Organization and CDC say the virus spreads either by inhaling respiratory droplets or even by touching a contaminated surface and then touching your eyes, nose or mouth, many researchers disagree suggesting that aerosol transmission cannot be ruled out.

Cooling systems circulate little outdoor air which is considered critical in dispersing viral particles in the air. Therefore, airborne viruses provide a unique challenge to existing mechanical ventilation systems within a building. The following are low cost adjustments that can be implemented to an existing mechanical system based on ASHRAE's Position document on Infectious Aerosols dated April 14, 2020:

- Increase the outdoor air ventilation to the building by increasing the outdoor air dampers. Staff should slowly increase the position of the outside air damper to 100% and disable demand-controlled ventilation. The adjustments should be limited to increasing the damper position by 5% every hour. Staff shall monitor the buildings temperature and humidity levels and adjust the outside air damper position to meet the temperature and humidity setpoints. Typical mechanical systems are designed based on peak outside air conditions, and therefore, have additional capacity during part load days.



- Adjust the mechanical system's occupancy schedule to 24/7 operation. This will keep the system in occupied mode and continually bring in outside air.
- Increase the performance of filtration to a minimum of MERV-13 (ASHRAE 2017b) or the highest achievable level.
- Engage a professional engineer to determine if the filtration performance can safely be increased on the existing equipment.
- If the mechanical system utilizes an energy recovery wheel, evaluate if the energy wheel can be bypassed to avoid recirculation of contaminated exhaust. If the energy wheel has been bypassed, staff should monitor the building's temperature and humidity levels.

Additional measures that can be implemented to an existing building include:

- Installing portable room air cleaners with HEPA filters and Ultraviolet germicidal irradiation (UVGI) devices. These systems are designed to capture and kill the contaminant and can be selected to provide 6 to 8 air changes per hour. UVGI light has been proven to kill off a large percent of mold, viruses, and bacteria from air streams. UVGI light can be retrofitted into existing mechanical equipment, however finding the correct location to install the lights can be challenging.
- Increasing the amount of outside ventilation air and the level of filtration will help dilute COVID-19 in the buildings. These are low cost adjustments that can be made by staff with the assistance of a professional engineer. Existing conditions should be documented prior to adjusting the mechanical systems for reference. The reference material can be used to return the system back to its original design. As our cities and counties, throughout the state, reopen and we all desperately try to avoid a second wave of COVID-19, consider optimizing airflows whenever possible.

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WWTP Benchmarking – How Does Your Wastewater Treatment Plant Compare?

By: Justin Rundle, PE, CEM, LEED-AP, and Michele James, CTS Group, a Veregy Company

March 12, 2020

Abstract

With the onset of COVID-19 and residents spending more time in their homes, municipal services are being put to the test in ways we never imagined. This is exacerbated by the fact cities are losing vital tax revenue from the closure of their businesses, as well as their residents' ability to afford utility payments and other fees due to unprecedented job loss. Now more than ever, cities are truly being asked to provide more with less, thus making efficient services essential in weathering the storm and preparing for what comes next.

Wastewater treatment is by far one of the most important municipal services in protecting the health of communities. WWTPs are also typically the highest energy using facilities for cities. Efficient operations mean the city is providing the citizens good value. Benchmarking a WWTP performance with other WWTPs allows a city to know they are operating the WWTP efficiently. It can also point to areas where needed improvement can be made.

A city's WWTP is probably the most energy intensive facility the city owns and operates. If the WWTP is not operating efficiently, citizens are paying more than they should for this service. With the onset of COVID-19 and residents spending more time in their homes, municipal services are being put to the test in ways we never imagined. Of course, wastewater treatment is by far one of the most important municipal services in protecting the health of our communities. So how can city administrators begin to evaluate the efficiency of their WWTP and ensure they are providing the best value to their residents? It can easily start with benchmarking, to compare their WWTP to other similar WWTPs.

Determining your Benchmarking Metric

WWTP operators typically provide monthly or annual operating reports showing how much wastewater has been treated. City administrators know the amount of electricity used to treat the wastewater. When the amount of energy used in kWhs is divided by the amount of wastewater treated in millions of gallons (Mgal), the benchmarking metric is determined. For example, if a WWTP used 2,196,000 kWh in one year to treat an average flow of 1.43 million gallons



per day (mgd), the benchmarking metric is $(2.196 \text{ M kWh per year}) / (1.43 \text{ M gpd} \times 365 \text{ days per year}) = 4,212 \text{ kWh per Mgal treated}$. This benchmarking metric is also known as the energy use index (EUI) or energy intensity.

Item	Electricity used, kWh/day (except where noted)						
	1-mgd	1.4 mgd	5-mgd	10-mgd	20-mgd	50-mgd	100-mgd
Wastewater pumping	171	226	716	1,402	2,559	6,030	11,818
Screens	2	2	2	2	3	6	11
Aerated grit removal	49	53	87	134	250	600	1,200
Primary clarifiers	15	21	78	155	310	776	1,551
Aeration (diffused air)	532	745	2,660	5,320	10,640	26,600	53,200
Biological nitrification	346	484	1,724	3,446	6,818	16,936	33,800
Return sludge pumping	54	74	256	508	869	1,952	3,757
Secondary clarifiers	15	21	78	155	310	776	1,551
Chemical addition	80	101	290	552	954	2,187	4,159
Filter feed pumping	143	173	445	822	1,645	3,440	6,712
Filtration	137	148	247	385	709	1,679	3,295
Gravity thickening	6	7	15	25	37	75	138
Dissolved air flotation	na	na	na	2,022	3,268	7,008	13,237
Aerobic digestion	1,200	1,320	2,400	na	na	na	na
Anaerobic digestion	na	na	na	1,700	3,200	7,800	15,600
Belt filter press	na	na	228	457	689	1,385	2,545
Chlorination	1	1	5	27	53	133	266
Lighting and buildings	200	220	400	800	1,200	2,000	3,000
Totals	2,951	3,596	9,631	17,912	33,514	79,383	155,840
Average flowrate, mgd	1	1.4	5	10	20	50	100
Unit electricity use, kWh/mil. gal	2,951	2,569	1,926	1,791	1,676	1,588	1,558

Figure 1. Benchmarking table from WEF MOP No. 32, with green column added for 1.4 mgd WWTP. (Re-printed courtesy of WEF.)

Note that if a WWTP is treating an average of 1.43 mgd, a simple equation can prorate the benchmarking value ... you'll be $1.43 / 4.00 = 36\%$ less than the values for 1 and 5 mgd. For the example 1.43 mgd WWTP, the WEF MOP benchmarking metric is 2,569 kWh / Mgal.

Corporate Partner Spotlight

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The Big Mask-erade: What do Americans Really Think About Face Masks and How Are Local Governments Getting Them to Cooperate?

Masks are here to stay. Therefore, understanding what your residents have to say about them is critical.

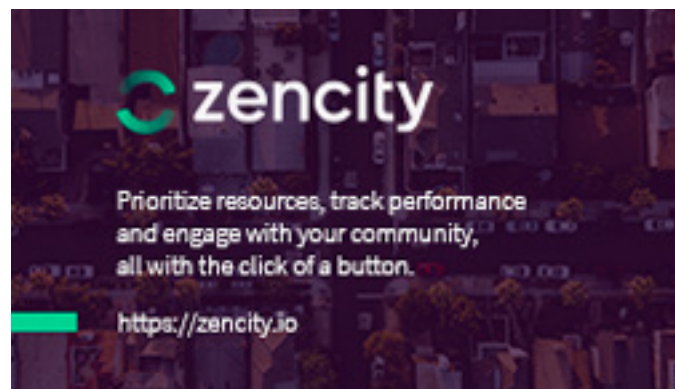
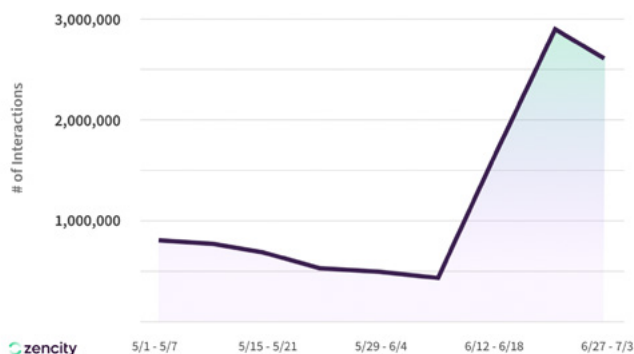
Almost 6 months into the pandemic, Americans are still divided on wearing masks. Despite recent research findings supporting the effectiveness of masks and the CDC's recommendations that everyone wears a face mask in public, the lack of clear federal guidance leaves state and local government leaders with the challenge of setting their own policies. As a result, they are also challenged with their residents' conflicting opinions on the matter.

Zencity analyzed over 9.7 million online interactions from over 140 cities and counties across the U.S. to understand what Americans are saying about face masks. By understanding how residents are reacting to different face mask mandates, other local government leaders will be able to reach out to their communities in a way that resonates with them and increases compliance and cooperation.

Mask Mandates Escalate Online Reactions

As of today, policies regarding mask wearing vary from state to state. This disparity is causing a spike in online public discourse on the topic of face masks, as more and more Americans are taking to social media platforms to voice their opinions, concerns and confusion. Zencity's data detected over 9.7 million online interactions about face masks that have occurred during May and June. Interestingly, during the second half of June with reopening accelerated and as several states decided to delegate mandate-setting to local governments, public online discourse regarding face masks increased by over 300%.

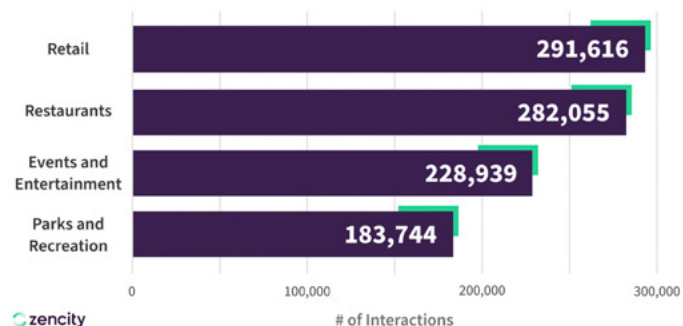
MASKS: VOLUME TREND OVER TIME (BY WEEK)



Residents are Concerned about Local Businesses

When diving into the data we note that discourse surrounding face masks focuses primarily on businesses, with over 45% of interactions representing general comments about the local economy. A further breakdown by topic reveals that residents are talking most about retail stores and shops, followed closely by restaurants, events & entertainment and parks & recreation.

MASKS: TOPIC BREAKDOWN



A common subject of interest is enforcement and whether businesses can require face coverings. For example, in one Illinois city, an analysis of the discourse surrounding a local farmer's market revealed residents' approach towards those who fail to require face masks. The most common concern raised in the commentary (17% of interactions) was unease that the market simply encourages mask-wearing rather than requiring it. This data indicated that people may be anxious about frequenting businesses that do not enforce mask wearing, even if they are outdoors.

continued on page 34

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.

Biophilic Design – Why It Matters In Government Buildings

In the coming weeks and months as you begin the journey of coming back to the office to serve the public in your government buildings, improving the health and well-being of your staff by changes in your facility's environment is vital in reducing employee stress, absenteeism, loss of focus, negative mood, and overall staff productivity. The concept of Biophilic Design - the human-nature relationship to environmental design – can be applied to existing buildings and is the basis of new facilities.

Biophilic principles have long been identified to consist of the full range of natural experiences in the built environment related to physical connections and views to nature, daylight, sound, color, and airflow. In their 2014 seminal work, 14 PATTERNS OF BIOPHILIC DESIGN: Improving Health and Well-Being in the Built Environment, Terrapin Bright Green LLC, further refines and defines the patterns supported by peer-reviewed evidence and compelling anecdotal data. They have categorized patterns that support reducing stress, cognitive performance, and emotion and mood preferences so that government leadership can target the specific needs of their facilities.

Based on the 14 patterns, we have developed the following strategies of patterns and responses for first responder facilities.

First Responders - Fire & Police Stations

Issues specific to firefighting that can be influenced in the built environment include behavioral health, post-traumatic stress disorder, and sleep deprivation. Law enforcement officers similarly have behavioral health and post-traumatic stress disorder issues. Biophilic patterns that would positively impact the environment of the firehouse and law enforcement center include:

Stress Reduction, Behavioral Health, PTSD Patterns - Visual Connection with Nature, Presence of Water, Non-Visual Connection with Nature, and Material Connection with Nature. These patterns reduce stress and improve behavioral health through lowered blood-pressure and heart rate, feelings of tranquility, positively impacted perceptual and psychological responsiveness. Architecturally, these patterns include 1) the use of daylight with views to nature, 2) natural colors in the light green, blue and tan hues, 3) natural materials including wood, 4) acoustic materials to

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reduce reverberation and improve speech intelligibility, and 5) materials and biophilic/patterns including carpeting, feature walls, and biophilic inspired murals.

Sleep Deprivation Patterns Specific to Firehouses – Dynamic & Diffuse Light and Thermal & Airflow Variability. This pattern reduces sleep deprivation through the use of increased visual comfort, circadian system functioning strategies, and improved perception of temporal and spatial pleasure with control of mechanical systems. Architecturally, this pattern includes: 1) Circadian lighting fixtures that mimic natural light wave changes through the day combined with darkening window shades in the sleeping rooms, 2) Leveraging varying intensities of light and shadow that change over time to create conditions that occur in nature, and 3) individually controllable mechanical controls in sleeping rooms including fans.

The following simple and relatively inexpensive moves can be completed to your existing facility to add biophilic principles that help improve the health, well-being, and productivity of your staff.

- Color – repaint wall surfaces to calming colors in natural light tones such as green, blue or tan hues.
- Accent Walls – 1) Utilize natural materials like reclaimed wood, 2) develop a 'green-wall' of indoor plants, 3) integrate naturally occurring shapes, forms, or patterns suggestive of nature and living things into the design through fabrics, treatments, and finishes
- Acoustics – add acoustical treatments to walls to help reverberation time issues and speech intelligibility
- Airflow – If your windows are fixed and your heating/cooling system can accommodate a higher rated filtration system, change your filters from a standard MERV 11 to a MERV 13 to reduce exposure to airborne allergens, toxins, and irritants.

Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

The Ever-Expanding Workplace: Does Workers Compensation Apply To Telecommuters/Working From Home?

Our courts have already addressed issues involving accidents where employees are regularly traveling employees or are traveling on special assignments. Accidents involving traveling employees are compensable so long as the employees are engaged in reasonable and foreseeable activities.

Workers' compensation will also apply to telecommuting employees. Employees working at home will be entitled to the same coverage under the Workers' Compensation Act as employees working at the employer's office. The exact extent of the coverage is unclear since the concept of telecommuting is not anywhere written in the Workers' Compensation Act and there are few cases involving these types of injuries that have been litigated.

It is recognized that these cases will be difficult to defend

since accidents involving telecommuters will likely be unwitnessed and will be occurring at an employee's home. It is certainly conceivable that a telecommuting employee could be injured while working as a result of a job assignment but the issue will become more difficult to analyze depending on the cause of the accident.

Questions will involve whether the accident was the result of an employment related risk or simply a risk associated with a personal condition at an employee's home. Employers are advised to take steps to minimize risks associated with employees working from home.

This would include:

- (1) Identifying only appropriate employees as telecommuters. Since telecommuters are not supervised, not all employees are suited to work from home. It is wise to only allow longstanding employees to work from home.
- (2) Set defined work hours. The company should set forth in a written job description the hours the employee is to be working including breaks and lunch.
- (3) Establish a specific work area at an employee's home. The employer should not be responsible for injuries that occur anywhere within an employee's home but only in a specified work area. If possible, an inspection of the work area to eliminate any potential hazards is recommended.



(4) Establish a written description of the employee's job duties. In the written job description, detail the job duties required of the employee and be specific about what activities are and are not allowed.

(5) Monitor your telecommuters work activities. Provide the telecommuting employee with a work computer and a work cell phone so that work activities can be monitored and tracked. This way, if a question arises about a work related activity, documentation can be established.

(6) Investigate all claimed work related injuries promptly and thoroughly. Any and all home injuries should be investigated in the same method and manner as any injuries on the job site.

Employers should anticipate many types of home injuries including repetitive use type injuries, neck and back injuries, slips and falls and lifting injuries.

Telecommuters must be subject to the same reporting requirements for injuries as any other employees. It will be critical that any claimed injuries be promptly and thoroughly investigated in order to determine whether or not they were truly work related or simply the result of personal risk associated with living in the employee's home. These types of issues in cases will be more common and problematic as time progresses and the number of telecommuters increases.



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IML Managers Monthly Column

By: Julia Cedillo, IML Managers Committee and Village Manager, Village of La Grange Park

This month's column includes an interview with State Representative Chris Welch of the 7th District, serving since 2013. Representative Welch serves on several key House Committees including Executive, Revenue, Cities and Villages, Counties and Townships, Higher Education, and as Chair of the House Executive Committee. Representative Welch is a partner in the local government law firm Ancel Glink. Prior to that, he served as a partner at Sanchez, Daniels and Hoffman, LLP from 2007 to 2018 where he represented local school districts and municipalities.

What do you think are the priority issues that local governments will be facing for the remainder of 2020 and what might we see in veto session this Fall?

Right now, we are living in a historic time and we don't know how long we are going to be dealing with the coronavirus and how long it is going to continue to be impacting our daily lives. And that includes our local government. So, I think our legislature, at veto session, there is not going to be any escaping having to continue to provide relief to our local governments, because of the coronavirus. Just like we did the special pandemic session in May, we had to provide additional dollars and support. We finally gave the full prorated LGDF, we may have to have that continue – something that local governments have had to fight for a long time. We are going to have to look forward to veto session, and at the same time reach out to our federal delegation to see if we can get some assistance from the federal government to help with additional dollars for the state and local governments, knowing that that we are going to have to provide this additional assistance when we reconvene in veto session.

Has the state reached out to the federal government for direct funding to local governments for lost revenue?

Absolutely, the Governor has spoken with Senators Durbin and Duckworth and a number of colleagues in the legislature have conveyed to our congressional people, our senators, the need for another stimulus package that helps state and local governments. And I know that advocacy groups are doing the same thing. I have spoken to Senator Durbin myself on this issue and he has had several people reaching out to him on this issue. And I think it is important that those in local government reach out with emails and calls and advocate on this issue. Our (the state's) ability to help you (local government) will very much depend on how much help we get from the federal government.



Understanding that the veto session will be focused on the impacts of Covid-19, do you anticipate conversations on other issues that may impact local government?

I don't think that there is any way to avoid covid, I think we are going to be experiencing its impacts for some time, especially if we don't get this thing under control in 2020, and then it goes into 2021. In November, we are set to return on November 17th, by then we will know where we stand on the Fair Tax question. So, the legislature may take up issues related to either the passage or the failure of that question. That issue may also have a determining factor in terms of what the state can do as well. I also think because we are at a watershed moment in our Nation's history, that we are probably going to be looking at a whole host of issues that are presented by the Black Caucus, with regard to police reform and other types of items. I don't believe that we are going to go back before veto session because of covid, so I believe that veto session will be a time to address issues like that as well. In terms of police reform, it is definitely a comprehensive approach and it is too early to discuss now. I don't want to get ahead of the caucus. We are not going to let the opportunity go by to convene and not present an agenda that does not address it.

These are certainly challenging times given the impacts of covid continue to be uncertain and they may last for a couple of years yet. Knowing the difficulty these challenges present in trying to plan ahead for our communities, what do you think are some of the key skills that public leaders will need to help endure the days ahead?

Public leaders need to continue to be positive and transparent and need to be very open with their constituents in letting them know the real issues. And they need to be welcoming of collaboration and partnerships because we are not going to get through the days ahead by working in silos, we are going to have to work together, we are going to have to be all in this, all together – so as leaders we have to acknowledge that and welcome that.

continued on page 29

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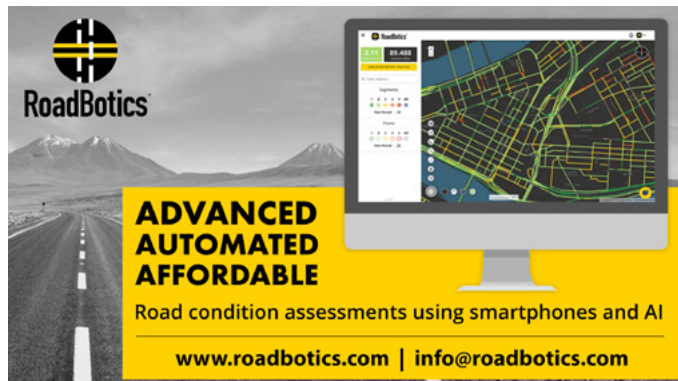




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Social Media Hashtag

What is a hashtag?

- This: #
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- Use it to draw attention, organize, promote.

How do I use a hashtag?

- Put a # in front of a word or phrase
- No spaces, no punctuation, no special characters
- Capitalization only matters for readability (#KnowWhatIMean vs #knowwhatimean)
- Hashtags can be used on Twitter & Facebook. NOT LinkedIn.

Include **#ILCMAproud** in your tweets and other social media posts about ILCMA or your community awards and other recognitions – good news stories!

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- Friend conference attendees
- Share photos

How to create a simple Facebook post (you must have a Facebook account):

- Open Facebook on your computer or device.
- At the top of the screen, you'll see "What's on your mind?" Tap or click there and type away! Add hashtags like **#ILCMAproud** to your text.

Twitter

Find ILCMA on Twitter: <http://twitter.com/ILCMA>

- Share good news stories **#ILCMAproud**
- Share photos
- At conferences, follow conference speakers and fellow attendees

How to create a simple Tweet (you must have a Twitter account):

- Open Twitter on your computer or device.
- On a computer: click on the Home button. At the top of the screen you'll see "What's happening?" Click there and start typing (don't forget the hashtags).
- On a mobile device: click on the square with feather icon in the upper right corner. A screen that says "What's happening?" should pop-up. Touch there and start typing (don't forget the hashtags).

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Dixon City Manager Danny Langloss Releases the Leadership Excellence Podcast

The challenges we face as city managers have never been more complex. While there were plenty of challenges to be met prior to 2020, COVID-19 and the events following the murder of George Floyd have left our country in significant turmoil and distress. There has never been a greater need for leadership. There has never been a greater need for leadership excellence.

There are so many things that impact our ability to achieve success, but none are more impactful than leadership. Individuals, organizations, and communities rise and fall with leadership. In our pursuit of helping others reach their full potential and create a better tomorrow, our team has created the Leadership Excellence Podcast. We believe the best way to predict the future is to create it, and leaders are creating the future every day across the world.

Leadership principles are universal and transcend across all professions. In our pursuit of excellence, we will share cutting-edge leadership strategies and interview a diverse group of progressive leaders who have generated extreme levels of success across numerous professions.

Listeners can expect to hear the most innovative and cutting-edge leadership strategies on topics like mindset, culture, employee engagement, creating high performing teams, change leadership, and crisis leadership. We will be discussing proven strategies on how to motivate, inspire, and empower your team. We will take on tough issues like generational differences, the importance of diversity in the workplace, employee experience, overcoming adversity, how to have difficult conversations, accountability, and employee well-being.

The "Leadership Excellence" podcast was released on Monday, July 13th and featured Highland Park City Manager Ghida Neukrich. During the conversation, Ghida spoke about her role in the City Manager form of government, her implementation of Covey's 7 Habits of Highly Effective Leaders throughout her entire organization, and strategies on how she motivates her team, with specific strategies on leading during a pandemic. If you are as passionate about leadership and learning as we are, you will not want to miss her message. Episode 2 will feature CEO / President of KSB Hospital Dave Schreiner. During this episode, Dave shares his values-based leadership framework that is an incredible guide to overcome any leadership challenge.



A new episode will be released every Monday and can be found wherever you like to listen to your podcasts. The direct link to "Leadership Excellence" on Apple Podcasts is here: <https://podcasts.apple.com/us/podcast/leadership-excellence/id1520716487>

If you enjoy the podcast, please subscribe, leave a review, and share with your network. This will help us reach the most amount of people and create the greatest impact. If you would like to share your expertise on the show, please email me at rise@dannylangloss.com. We hope you will join us on this journey, and remember, "Always be committed to excellence!"



Advice on the ICMA Member's Role in Executive Recruitments

Selecting a chief administrator is perhaps the most important decision that elected officials will make for their community. ICMA members may assist a community in the process by serving as an executive recruiter in a consulting capacity, as a volunteer advisor to the process, or a member of the search committee as long as they can be fair and impartial and **will not be a candidate for the position**. In order to uphold the values outlined in the ICMA Code of Ethics, members are advised to function within the parameters outlined as follows:

1. Members can volunteer their time to serve as an advisor to the process or as part of a search committee as long as they will not be a candidate for the position.
2. In an advisory capacity, members may assist the governing body to identify the preferred attributes and skills of the next manager; write the job description and job ad; outline the process; develop the schedule; make recommendations about the interview questions and process; review resumes; and evaluate candidates. Members should not recommend candidates.
3. Because the selection of the manager is uniquely the responsibility of the governing body, managers should be careful about influencing the selection of a candidate. To that end, they should avoid participating in the interview with the governing body as well as governing body sessions where decisions are made about finalists and the final candidate.
4. Members who provide this service on a consulting basis should follow the guidelines on outside employment.
5. If a member, serving as a consultant or in an advisory capacity, is offered the position or decides to apply for the position, he or she should immediately withdraw as an advisor and the position should be re-advertised. In this way, any appearance of improper influence is avoided.
6. Members may respond to inquiries from elected officials by providing professional advice but in no case should a member seek out officials to comment on a candidate's qualifications for the position.

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UPCOMING FREE WEBINARS

Wednesday, September 9

Managing Hostility in Public Discourse: Living in an Age of Anger

Thursday, October 22

Charting Your Future: Developing Your Personal Strategic Plan

Thursday, November 12

Sponsored by ICMA-RC, ICMA Premier Level Strategic Partner



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Growing, Attracting, and Retaining Your Best*

Register at **icma.org/coachingwebinars**

Can't make it to the live webinar? Register and get an automatic email notice when the recording is available.

Visit **icma.org/coaching** or email **coaching@icma.org** to join our email list!

All webinars are 90 minutes, and will be held at the same time of day: 10:30am Pacific, 12:30pm Central, 11:30am Mountain, and 1:30pm Eastern

ILCMA & WCMA PRESENT THE SUMMER CONFERENCE 2020 LUNCH AND LEARN WEBINAR SERIES

ECONOMIC & INDUSTRY PERSPECTIVE

Rick Mattoon, Senior Economist and Policy Advisor, Chicago Federal Reserve, will provide an Economic and Industry Perspective. Rick has been a presenter for the CGS/ILCMA/IGFOA Illinois Financial Forecast Forum for many years and has become the premiere speaker at that event. Rick will provide an update on the economy as it relates to IL and WI.

Rick Mattoon is a senior economist and economic advisor in the economic research department of the Federal Reserve Bank of Chicago. Mattoon's primary research focuses on issues that face the Midwest regional economy. Mattoon began his career at the Chicago Fed in 1990. In 1997, he left the bank to serve as a policy advisor for economic development, energy and telecommunications to the Governor of Washington. He later served as director of policy and legislation for the Washington Utilities and Transportation Commission. He returned to the bank in 2001. Mattoon's work has appeared in the National Tax Journal, State Tax Notes, Public Choice and Society. Mattoon serves on the Board of the Chicago Manufacturing Renaissance Council, the Advisory Committee to the Chicago Workforce Investment Council, the pension committee of the Civic Federation and is a member of the Joint Advisory Board of Economists to the Governor of Virginia. He also serves as a lecturer at the Kellogg School of Management at Northwestern University. Mattoon received a B.A. from Kenyon College and an M.A. from the University of Chicago.

*Addresses ICMA Practice Areas: 6. Strategic Leadership &
11. Financial Management and Budgeting*

Visit either organization's website calendar to register and for more information on the Summer Conference Webinar Series

www.wcma-wi.org/calendar



www.ilcma.org/events



Thursday, August 6th
11:30 AM to 1 PM

Click here to register

webinar is free but requires registration



ILCMA & WCMA PRESENT THE SUMMER CONFERENCE 2020 LUNCH AND LEARN WEBINAR SERIES

LOCAL RESPONSES TO RECREATIONAL CANNABIS

Local governments in Illinois and Wisconsin are responding to the legalization of recreational cannabis in Illinois. Share your questions and experiences with our panel, as they review how Illinois local governments regulate and tax cannabis businesses and use cannabis tax revenue. Discuss local enforcement strategies for illegal cannabis activity, from underage possession to unauthorized home grow. Understand how local government employers are balancing drug-free workplace policies with new employee rights to use lawful products outside of work in Illinois. And finally, learn how neighboring states are responding to “cannabis tourism,” and how local governments can prepare for possible cannabis legalization in Wisconsin.

Learning objectives:

- Take home various local approaches to tax and regulate Illinois cannabis businesses, from prohibitions to zoning and other ordinances governing time, place, manner, and number
- Review enforcement strategies for illegal use and possession of cannabis through local adjudications and circuit court
- Learn to implement appropriate employment policies and employee protections for cannabis use during non-call and non-working hours in Illinois
- Evaluate how Wisconsin local governments can respond to the out-of-state impacts of cannabis legalization in Illinois

Addresses ICMA Practice Areas: 8. Policy Facilitation and Implementation 10. Service Delivery 13. Human Resources Management and Workforce Engagement

Presenters:

Dan Bolin, Partner, Ancel Glink, P.C.

Timothy Denton, Chief of Police, Village of Worth, Illinois

Kimberly Richardson, Acting Assistant City Manager, City of Evanston, Illinois

Visit either organization's website calendar to register and for more information on the Summer Conference Webinar Series

www.wcma-wi.org/calendar

www.ilcma.org/events



Thursday, August 20th
11:30 AM to 1PM

Click here to register

webinar is free but requires registration



ICMA UPDATE

Summer 2020



ICMA Executive Board Statement regarding Systemic Racism

At its June meeting, the ICMA Executive Board approved a statement on systemic racism and some initial action steps. Read it online at bit.ly/ExecBoardonRacism

Special Digital Supplement to PM Magazine



Features a collection of insights from local government leaders that have managed communities during civil unrest and others who provide their observations and commentary on the state of policing of Blacks in America. Also included are resources for addressing the needs of communities during this time and ways to

take action. Read it online: bit.ly/PMMoments

View two webinars that explore the issues of applying social equity to make budget decisions and the public health crisis and racial inequities at icma.org/local-gov-life-podcast. ICMA partnered with National Forum for Black Public Administrators (NFBPA), Local Government Hispanic Network (LGHN), International Network of Asian Public Administrators (I-NAPA) and Government Alliance on Race and Equity (GARE) to develop these webinars.

ICMA has a Low-Cost Membership for Your Staff and Department Heads



Are you the only individual in your organization who is a member of ICMA? If so, you are missing out on a key resource for preparing your staff for leadership roles and building the leadership pipeline. Just as a mentor or manager introduced you to ICMA to advance your career, please consider introducing your staff members to ICMA. Contact membership@icma.org to get started.

ICMA EVENTS AND RESOURCES

UPCOMING EVENTS

icma.org/events

- July 1** New Executive Order on Law Enforcement
- July 8** Register for the ICMA Annual Conference, UNITE, a Digital Event (conference.icma.org)
- July 15** Transforming Law Enforcement to Address Public Health
- August 31** Deadline for Emerging Leaders Development Program (ELDP), Fall Class (icma.org/ELDP)
- **ICMAConnect** (connect.icma.org) Our members-only online community. Use this forum to stay in touch with your colleagues; join the conversations; and share information, templates, and solutions.
- **Weekly webinars** (icma.org/events)
- **Coaching Webinars** (icma.org/icma-coaching-program-webinars)
- **Past webinars** (icma.org/local-gov-life-podcast)

RESOURCES

- **Resources for coping and managing stress** (icma.org/member-center)
- **COVID-19 Crisis Response Resources for Your Community** (icma.org/coronavirus)
- **Social Justice Resources** (icma.org/social-justice)

ICMA MEMBER SERVICES

Keep us informed of retirements and/or job changes.

If you are an ICMA Member in Transition, ICMA provides personal and financial support for members who have been fired, forced to resign or otherwise involuntarily separated.

Contact ICMA Member Benefits & Services with updates at membership@icma.org.

in @ICMA

f @ICMAORG

membership@icma.org

[ICMA.org](https://icma.org)

continued from page 16

The state, the Governor has made some changes to the Restore Illinois Plan in further delineating the regions, the number of regions throughout the state. Do you have any thoughts on the change, in having greater flexibility on how regions respond to covid?

I think that is an example of a leader who is being collaborative in listening to others. The governor has received input from both democrats and republicans and advocacy groups on how to handle this. They are watching the science, they are watching the numbers and how they are differing region by region. They are trying to be sensitive to business groups, education groups, and others. So I think that was a sign of listening. So, some regions may stay in phase 4 and some will move into phase 5, and other regions may move back in phases. If we follow the guidelines, we all progress together. But I think this was the governor's acknowledgement that our state must be treated differently based upon the very different nature of our state and how people are responding to these issues.

Given the serious nature of all that is happening in communities right now, are there any tools that you have had to pull from your leadership tool belt to help bring folks together to help deal with the issues?

I like to think that I am being more cognizant of trying not to be partisan and I think it is important that we move through this in a bi-partisan way, every step of the way. We cannot treat a global pandemic in a partisan way. And if we do, we are going to hurt our state and our country. So, I think as leaders, we must be consensus builders, work across party lines and work with everyone.

As a legislator and an attorney who works with local governments, do you have any suggestions to share with local government leaders?

I think that local governments should continue to pound away on funding. They should continue to reach out to the federal government for additional funding that could be pushed down to local governments – and be an active partner with the legislature in helping us to deliver.

ICMA Offers Annual Conference UNITE Assistance Scholarships

ICMA [Annual Conference UNITE Assistance Scholarships](#) are available for our Digital Event September 23-26. ICMA has Complimentary Registrations to give to the top eight applicants (24 total) in the categories of Early Career Professional, Small Community, and Workplace Diversity. Instructions on how to apply can be found through our Conference Assistance Scholarships link Unite Digital Event [website](#). Any questions can be sent to scholarships@icma.org.

ICMA's Conference Assistance is divided into three categories:

1. **Early Career Professional** is open to any ICMA member with three years' or fewer experience as a full-time local government employee. There is no minimum salary requirement, although salary might be considered during the evaluation process. (See note under "How to Apply")
2. **Workplace Diversity** is open to any ICMA member who is female, a minority, or identifies as LGBTQ. It is the applicant's responsibility to demonstrate (through additional information included in a required essay) how his or her background merits receipt of an equity award and how the local government and the community served will benefit from the individual's conference attendance. There is no minimum salary or tenure cutoff for the Workplace Diversity award, although those factors may be considered during the evaluation process.
3. **Small Community Employee** is open to any member serving in a small community with limited financial resources. Applicants can self-select to apply for this award. There is no minimum salary requirement, although salary might be considered during the evaluation process.



BRINGING THE COMMUNITY **TOGETHER**

ICMA's new digital event, **UNITE**, will bring the local government community together from across the globe to connect and learn from each other, as well as from the dynamic content delivered by their peers and thought leaders in the profession.

WHAT THE DIGITAL EVENT OFFERS

- An all **new, and easy-to-use** online digital event platform.
- Opportunities to **connect and network** with your local government peers, experts, partners, colleagues, and friends.
- **100+ education sessions** to view on-demand during the four-day event and for 90+ days after its conclusion.
- A **digital exhibit hall** and the ability to meet one-on-one with exhibitors.
- Inspirational **keynotes and featured speakers** by leaders from the world stage.
- **Stories from your peers** that will help support transformation in your organization and community.

ATTENDEE PRICING FOR UNITE

Registration includes access to all online education and a library to review on-demand sessions. Group rate pricing is available, visit the UNITE website for more details.

**\$300 instant rebate pricing available to ICMA members from July 15–August 26.*

ICMA MEMBER

~~\$499~~
\$199*

NONMEMBER

\$999

REGISTRATION OPENS WEDNESDAY, JULY 15

For more information about UNITE: A Digital Event, please visit icma.org/unite.



A DIGITAL EVENT
SEPT 23-26, 2020

INDIVIDUAL REGISTRATION FORM

REGISTRANT INFORMATION

FIRST NAME

LAST NAME

TITLE

ORGANIZATION

ADDRESS

CITY

STATE/PROVINCE

ZIP

COUNTRY

RACE

BIRTH YEAR

GENDER

BUSINESS TELEPHONE NUMBER

E-MAIL ADDRESS

☐ Check here if you wish to opt out of receiving third party communications

Please select the career stage that best describes you:

☐ Student

☐ Early

☐ Mid-Career

☐ Executive

☐ Encore

☐ Retired

Please indicate how long you have been in the local government profession:

☐ 0-Student

☐ 11-15 years

☐ 21 or more years

☐ 1-10 years

☐ 16-20 years

☐ Retired from the profession

☐ I do not work in local government

☐ By checking this box, you hereby agree to abide by ICMA's Privacy Policy/Code of Conduct (<https://unite.icma.org/registration>)



A DIGITAL EVENT
SEPT 23-26, 2020

TEAM REGISTRATION FORM

TEAM DISCOUNTS

Team discounts are offered to ICMA Groups Only.

For Teams of 5-14 Attendees, each registration receives a 15% discount = \$169 per registration

For Teams of 15-24 Attendees, each registration receives a 25% discount = \$149 per registration

For Teams of 25+ Attendees, each registration receives a 50% discount = \$99 per registration

All Team/Group Registrations must be received together along with this form. Please submit a completed Team Discount Registration Form along with each individual registration form to ICMA Events Registration Manager, Matt Watson, at mwatson@icma.org. If you have questions regarding team discounts, please contact ICMA at (202) 962-3585.

REGISTRANT INFORMATION

Name of Person To Be Registered	Registration Fee (Check One)			Total Fee Covered by Enclosed Check/Credit Card	Balance Due
1.	\$99	\$149	\$169		
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
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18.					
19.					
20.					

Total enclosed/payment options (need a line at the bottom of the registration fee column so it can be totaled up)

TOTAL REGISTRATION AMOUNT

\$

Credit card payments will be processed after registrations are processed.

CONFIRMATION/CANCELLATION POLICY

Once you submit your registration with payment, you will receive an email confirmation. If you have NOT received an email confirmation, please call (800) 232-2168 to verify that your registration has been received. You may cancel your registration and receive a refund up until Friday, September 18, 2020. There will be a \$50 processing fee for each cancellation. Approved refunds will be processed as soon as possible, but ICMA reserves the right to process refunds after the event. Due to the digital nature of the program, after Friday, September 18, 2020, ICMA will not accept cancellations. Email cancellation requests to ICMA@experient-inc.com

Substitutions

Any substitutions need to be requested by Friday, September 18, 2020 and can be requested by emailing: ICMA@experient-inc.com. Any difference in registration fees with a substitution will either be refunded or invoiced.



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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:

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

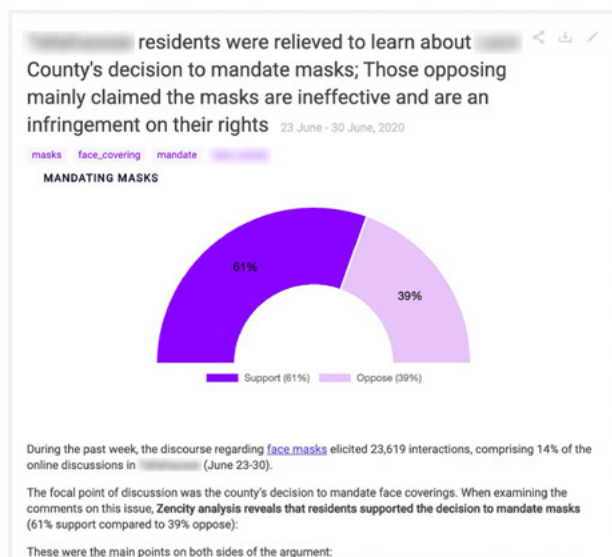


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continued from page 9

The city was able to quickly learn that residents might be in favor of stricter regulations and the enforcement of face coverings.

While some Americans consider face masks as the primary defense against COVID-19, others consider it a symbol of government intervention and a violation of their constitutional rights. In one Florida city, a Zencity analysis revealed that 61% of resident feedback was in support of face covering and 39% opposing. Most of those against, stated they would not be wearing masks claiming it is unconstitutional and not the government's place to decide. Others simply argued that masks have not yet proven to be effective - leading the city to understand it needs to better communicate the scientific findings about effectiveness of face masks.



Unmasking the Power of Communications

Getting your residents to wear the masks is tricky and is in part a behavioral issue. In times of heightened tensions between residents and police, masks enforcement is even more sensitive and challenging. Cities and counties are, therefore, turning to the power of good communications in an attempt to make masks a social norm and are using social enforcement as the means to keep that norm in place. For best practices on mask messaging check out the full report, for more information and insights, visit zencity.io

continued from page 8

How Do I Compare?

If the metric for the WWTP being reviewed is below the benchmarking value, the Plant is providing efficient wastewater services for the community. If it's slightly more, the Plant is somewhat typical for an older community with an older facility. If the Plant is well above the benchmark, the City can many times implement improvements to improve operations to reach the benchmarking value. For our example 1.43 mgd WWTP, the difference between the existing and benchmark EUI is $(4,212 - 2,569) = 1,646$ kWh of potential savings per Mgal treated. If the city pays 10 cents per kWh, the potential annual savings is $(1.43 \text{ mgd} \times 365 \text{ days per year} \times 1,646 \text{ kWh per Mgal} \times 10 \text{ cents per kWh}) = \$85,891$ per year. This means that if the city spends \$860 K to improve the Plant to meet the benchmark, the city will have a 10-year simple payback ... and your community will appreciate being efficient and providing good service. These types of measures are needed now more than ever in this time of economic uncertainty.



ILCMA Member Receive ICMA Credentialed Manager Designation:

Congratulation to Rudy Espiritu, Village Administrator, Berkeley who earned the ICMA Credentialed Manager distinction.

Interested in Becoming a Credentialed Manager?

The Application Deadlines and Fees are:

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

In addition to the \$75 cost of the Applied Knowledge Assessment, the online application fee is \$50. Paper applications are no longer available.

ILCMA Memberhip Responsibilites 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 hi-weekly) contact with the MIT, encourage others to contact the MIT, and will keep the ILCMA Secretariat aware of the MIT's status. The Board liaison will coordinate closely with the Senior Advisors and between the two entities should provide the MIT with the support services available through the ILCMA and the ICMA.

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

Tim Ridder

Darin Girdler

Thomas Thomas

timothyridder@hotmail.com

dgirdler@gmail.com

thomasedwinthomas@yahoo.com

309-236-0929

618-971-8276

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.

Senior Advisor Column

A Message from your ILCMA/ICMA Senior Advisors:

In these uncertain and difficult times, you are called on even more for your leadership and management acumen. We know it can be lonely as you make and implement decisions both in your work and personal life. We can be a sounding board, a confidant and a listener. Here are some tips. Check in with your colleagues. Call a mental health professional if you are feeling distressed. Practice self-care such as exercise, good nutrition and breathing deeply. Don't forget your family members. Please feel free to contact any one of us:

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

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

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

Robin Weaver 630-835-6417
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Advancing Civic Leadership

CLA Courses Qualify for ICMA's Voluntary Credentialing Program

CLA will be utilizing a webinar format for its 2020-21 series. This will be our 16th year and we will continue to offer important topics for government leaders at all levels of your organization. Should public health conditions change over the course of our 2020-21 season, we will notify our participants and partners when in-person seminars can resume.

We want to thank all of our training participants, partners and presenters for joining us in May and June of this year for a very successful series of webinars to conclude the 2019-20 CLA schedule.

NIU's Center for Governmental Studies and the CLA team are grateful for everyone's support and flexibility during these unusual and challenging times. Watch for course announcements in late August for the 2020-21 season of sessions.

Be well and stay safe!

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