



### Illinois City/County Management Association

### Calendar of Events

Septembe	er 2
<b>SWICMA</b>	Meeting

Freeburg, IL

September 8 **IACA Meeting** 

DeKalb, IL September 8

**Development on Craft** 

**Breweries** 

Tinley Park, IL

September 14 **Legacy Project** 

Chicago, IL

September 17 - 21

**ICMA** Conference

Columbus, OH September 19

**ILCMA** Reception at ICMA

Conference

Columbus, OH

### To view all upcoming events click here

### Virtual October 5

**Metro Manager Meeting** NIU Naperville/Hybrid

What's Next: IAMMA

October 5

September 28

IAMMA Summer Economic ILCMA Professional Development

NIU Naperville/Hybrid

October 12

**IAMMA Meeting** 

**TBD** 

October 19

**Legacy Project Hybrid Leadership** 

Seminar Rosemont, IL

### President's Column

By Mark Franz, Chair, ILCMA Committee on Professional Conduct and Village Manager, Glen Ellyn

Challenging times confront all local governments, as the repercussions of the pandemic and the Great Resignation continue to impact our organizations. As we rebuild our executive teams, staff up departments, and build a learning culture, remember to include ICMA Ethics training into your leadership training programs. From sharing examples of ethical dilemmas, to reviewing ICMA Ethics Matters! articles, or scheduling ICMA or other ethics consultants to conduct training sessions; debating these issues is a necessity.

"One of the benefits of proactively discussing and training your teams on ethics, is to learn how to identify an ethics issue peering over the horizon. Far better to see it and proactively address it than invest energy to repair the damage unforeseen, unaddressed issue," states Marth Perego in the July PM Magazine. ILCMA's Professional Conduct Committee (CPC) continues to serve and identify potential sessions for future conferences. Please share any topics you may have with the CPC.

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### Job Mart

Click here to see job listings





### Illinois City/County Management Association

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Additionally, yet not directly related to ethics, now is good time to reconnect with a colleague or re-engage in a lunch meeting with a group of contemporaries to share success stories, vent troublesome issues, or share an ethical challenge. Equally importantly, don't forget to check in on a ILCMA member-in-transition, or someone dealing with an emotional work or life situation. We need connection now more than ever!

As leaders, we need to refocus on putting people first by remembering the adage, "go hard on the problem, and easy on the people." These days, we all see different forms of burnout in our organizations and are looking for answers. In the article entitled, Getting Serious About People Over Profit: Addressing Burnout by Establishing Meaning and Connection, Greg Couser and Daven Morrison identify the following ways for leaders to respond to burnout:

- 1. Strengthen ties between workers and the meaning of the work they perform.
- 2. Follow up on employee engagement. It is not enough to say, "I fixed it," as this is not a one-time fix.
- 3. Have current and long-term dialogue about the meaning of work within and throughout all departments of the organization.

They conclude with a great reminder, "the best leaders are in tune with the people they lead and inherently know how to motivate them. Organizations with visionary leaders who fully understand this will put themselves in position to succeed in people and profits {organizational success}."

Lastly, don't forget to find time for yourself. It takes discipline to relax, and you need to set the example. Your organization will benefit greatly!

### **Ethics Resources:**

https://icma.org/ethics https://icma.org/ethics-issues-and-advice

**Potential Ethics Violation, Contact:** 

Martha Perego, ICMA Director of Member Services and Ethics Director
mperego@icma.org
Dawn Peters, Executive Director of ILCMA
dpeters@niu.edu
Mark Franz, ILCMA Committee on Professional
Conduct Chair
mfranz@glenellyn.org



**Apply Here** 

### 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 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 info to the Membership Services Committee for review.



**CLICK HERE FOR INFO** 

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.



### Welcome New Members

New applications for Full (voting) membership are listed below and will be effective 30 days from the date of this publication unless a written objection is received by ILCMA. Objections should be addressed to the executive director.

#### **Full Members:**

Belynda Allen, City Administrator, City of Clinton Kevin Jackson, Village Manager, Village of Oak Park Mary Kucharz, County Administrator, Grundy County Glen Liljebarg, Director of Information Technology, Village of Westmont

Daniel Peck, Marketing and Communications Coordinator, City of West Chicago

Traci Pleckham, Assistant Village Administrator/Management Services Director, Village of Plainfield

Dennis Presley, Deputy City Administrator, City of Effingham Ana Schueller, Communications & Project Manager, McHenry County

LeAnn Speiser, Village Administrator, Village of Sandoval

### Members:

Daniel Langguth, Intern, Village of Hoffman Estates
Todd Latham, Mayor, City of Sandwich
Yates McLaughlin, Intern, City of Lake Forest
Dylan Moffitt, Management Analyst, Village of Machesney Park
Margaret Tinberg, Management Analyst,
Village of Schaumburg



Congratulations to **Bob Karls** who retired the end of August from the city of Pontiac after 40 years. He served the profession for over 45 years.

**Andrianna Peterson** is the new assistant village manager in Hinsdale. She was previously the village manager in LaGrange. Her new contact information is:

Andrianna Peterson Assistant Village Manager Village of Hinsdale 19 E. Chicago Ave. Hinsdale, IL 60521 Phone: 708-789-7005

Email: apeterson@villageofhinsdale.org

**Luke Stowe** has been appointed as the city manager in the city of Evanston. He was previously chief information officer in Evanston.

**Trevor Bosack** has been named the Director of Parks and Recreation for the village of Lake in the Hills. He was previously Assistant to the Village Manager in Hinsdale. His new contact information is:

Trevor Bosack
Director of Parks and Recreation
Village of Lake in the Hills
600 Harvest Gate
Lake in the Hills, IL 60156

Phone: 847-960-7461 (office) Email: tbosack@lith.org



For those of you who have renewed, thank you!

Dues notices have been mailed and emailed to you.

Please be sure to return your renewal soon! You can also go online to renew at www.ilcma.org/membership.

Contact Alex Galindo at agalindo@niu.edu if you have any questions about renewing or your renewal status.

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



## ILCMA RECEPTION AT THE ICMA ANNUAL CONFERENCE





## JOIN YOUR ILCMA & WCMA COLLEAGUES FOR AN EVENING OF NETWORKING & FUN!

SEPTEMBER 19 FROM 8 TO 10PM
AT RODIZIO GRILL
125 W. NATIONWIDE BLVD
COLUMBUS, OH 43215

Sponsored by:

SAFEbuilt®



Illinois City/County Management Association 815-753-5424 ■ Fax 815-753-7278

ILCMA will once again be participating as an exhibitor at the Illinois Municipal League Conference and is seeking volunteers to staff the booth. Please sign up for a time slot using the form below!

### IML Conference Booth Sign-up for Booth # 204

Count me in! I have indicated three (3) time slots that I can work Name: Title: Address: Phone: E-mail: Please indicate your choices by putting a 1 by your first choice, a 2 by your second choice and a 3 by your third choice: Thursday, September 15 Friday, September 16 2:00 pm - 3:30 pm \_\_10:30 am - 12:00 pm 3:30 pm - 5:00 pm \_\_\_\_\_12:00 pm – 1:30 pm \_\_\_\_\_ 1:30 pm – 3:00 pm 3:00 pm - 5:00 pm Teardown begins at 5 p.m. on Friday. \_YES, my mayor is willing to staff the booth with me! Please respond by September 7th to:

Dawn S. Peters **ILCMA Executive Director** Center for Governmental Studies NIU DeKalb, IL 60115

You can also fax or e-mail your response to: Fax: 815-753-7278 Email: dpeters@niu.edu



## **Enroll in the**

**ILCMA Mentor** 

## **Match Program**





### ILCMA invites members to be a part of ILCMA's Mentor Match Program.

The ILCMA Mentor Match program reflects ILCMA's commitment to developing the next generation of local government management professionals. Mentor Match is the latest addition to an expanding line-up of our services to support members' professional development needs. It is an online tool – including a searchable database – that facilitates the establishment of mentoring relationships. It is user-driven, allowing registered Mentees to search among registered Mentors using specified criteria to find individuals whose experience and expertise match areas in which they wish to be mentored. Likewise, registered Mentors can search for and identify potential Mentees.

### Why be a Mentor?

Volunteering as a Mentor can be mutually rewarding: mentees gain encouragement and guidance for their careers, and mentors gain deeper insights into their own careers and the satisfaction of helping others.

### Why be a Mentee?

Mentees gain encouragement and guidance for their careers, and mentors gain deeper insights into their own careers and the satisfaction of helping others.

Mentoring offers value for people at any career stage, and everyone can benefit from mentors who help them see their situation and opportunities from a fresh perspective; even successful executives seek out mentoring. Mentors are encouraged to share expertise, insight, and experiences from their life's work to help others negotiate their own career paths, overcome obstacles, reinvigorate their passion, and plan next steps.

The future of the profession depends on the mentorship for the next generation of managers. ILCMA invites you to use the new mentor/mentee matching service through ILCMA Connect, which is the current ILCMA listserv platform. ILCMA Connect brings the power of data and search to help mentees find mentors that match their needs. To sign up to be a mentor or mentee, all you need to do is go to your ILCMA Connect page and sign up to be a mentor: <a href="https://connect.ilcma.org/home">https://connect.ilcma.org/home</a>. If you any issues logging in to ILCMA Connect contact Alex Galindo at agalindo@niu.edu.



VIEW MENTOR ENROLLMENT INSTRUCTION VIDEO



VIEW MENTEE ENROLLMENT INSTRUCTION VIDEO





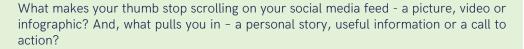
### **The Legacy Project Presents:**

Effective Communications and Storytelling Strategies

**WITH** 

### Jennie Vana

Deputy Executive Director of Communications and Engagement at the Chicago Metropolitan Agency for Planning (CMAP)



Jennie Vana, Deputy Executive Director of Communications and Engagement at the Chicago Metropolitan Agency for Planning (CMAP), will share storytelling strategies—humor, relevance, authenticity, digestibility to name a few—for creating compelling and effective content.

Jennie is an accomplished leader with 25 years of experience, she delivers strategic and authentic communications that informs and engages diverse audiences.

At CMAP, she works with, and on behalf of, many government partners and 8.4 million people in metro Chicago to share important information about transportation and the region's comprehensive plan. She has previously led award-winning teams at the county and municipal levels.

WEDNESDAY, SEPTEMBER 14 4:00 PM • PRESENTATION 5:15 SOCIAL NETWORKING (FOOD AND COCKTAILS FOR PURCHASE)

CHICAGO METROPOLITAN AGENCY FOR PLANNING IN THE OLD POST OFFICE 433 W VAN BUREN ST, SUITE 450, CHICAGO IL

PRE-PURCHASE VALIDATED PARKING AT A DISCOUNT RATE
\*WALKING DISTANCE FROM UNION STATION AND OTC IF TAKING METRA



REGISTER AT LEGACYPROJECTNOW.COM



## The Legacy Project and Chicago Women in Public Finance Presents:

### **Hybrid Team Leadership Training**

Session Provided by:



**Description:** 

Hybrid Team Leadership is designed to empower leaders at any level with the real-time knowledge, insight, and critical skillset they need to navigate unchartered conversations. From knowing how to effectively accommodate varying environmental circumstances to addressing and balancing both team members and organizational needs, participants will leave this course with new insights and a starting point to create and communicate their own hybrid team leadership plan.

### **Outcomes:**

- → Define the qualities of a high-performing hybrid team
- → Analyze the role of psychological safety in team trust and belonging
- → Determine how to develop trust for your team in a hybrid environment
- → Explore ways to provide clarity for team members
- → Develop recommendations for communication practices and hybrid teams
- → Share your hybrid team leadership plan with a partner

### SAVE THE DATE

### **WEDNESDAY OCTOBER 19TH**

REGISTRATION AND BREAKFAST 8:00 AM SESSION STARTS 8:30 AM TILL 12:30 PM

RIVERWAY AUDITORIUM 6133 N RIVER RD ROSEMONT, IL 60018







### Senior Advisor Column

By Steve Carter, ICMA/ILCMA Senior Advisor

### **Our Challenge: Building Trust**

When listening to University of Illinois Women's Basketball Coach Shauna Green, I was somewhat surprised when she said her first priority for her team was building trust. She went on to say that without trust in her, her team would not listen to what she was teaching them. It rekindled my interest in trust in government. Surely, in a democratic republic like ours, citizen trust in their governments is critical. With surveys reporting a decrease in trust, our challenge is to build that trust. It is important to the effectiveness of your organization and perhaps to your longevity.

### Now the discomforting news.

\*In their 2021 Survey of Trust of 22 countries, the Organization for Economic Cooperation and Development (OECD) found considerable variation between countries, but overall the public was evenly split between those who did not trust their government and those who did.

\*The PEW Research Center reported in Public Trust in Government: 1958-2022, only 21% had a favorable opinion on the Federal government, with higher trust in state (54%) and local government (66%), although state and local governments are also down slightly from 2019. In addition the survey found that 65% say that all or most people who seek office at the local, state or federal level do so to serve their own personal interests, and only 21% believed they desire to serve their communities.

### Those numbers are concerning.

While trust in government numbers in the US have been declining since the 1950's, they do ebb and flow based on major events like the Vietnam War and the Great Recession. When everything looks good, trust increases. When bad things happen, it drops. We have seen enough bad news recently to expect that it is reflected in the current trust numbers. Plus, the partisan divide and greater distrust of the news media tends to reinforce or push the drop in trust of government.

The OECD research identified the following drivers of public trust: reliability; responsiveness; openness; integrity; fairness; individual and group identities, traits and preferences; and perception of government commitment and effectiveness. They go on to offer these takeaways:



- 1. Connect and engage better with citizens.
- 2. Invest in public integrity.
- 3. Continue improving preparedness for future issues, designing better public services, and enhancing transparency.

Closer to home, Terry Gerton, President and CEO of the National Academy of Public Administration, suggested four actions that American governments can take to enhance performance and trust:

- 1. Commit to addressing the most significant challenges facing the country, and to demonstrate progress while working in partnership with the public.
- 2. Strategize in an iterative manner, developing comprehensive and understandable strategies through active engagement with the public, with clear goals, timelines and desired outcomes. This should also include evaluating progress objectively and transparently over time, what is working and what is not, and adjusting as needed.
- 3. Build capacity to actually accomplish the strategies, working together more effectively with other governments and doing a better job of recruiting and retaining workers.
- 4. Institutionalize new ways of working, streamlining administrative processes, embracing digital tools, engaging the workforce and using networks to mitigate hierarchy and silos.

She added: "Just as our forebears were 'present at the creation' of a new world, we, too, find ourselves living in an unsettled time in which the old ways of operating no longer fit the moment. A government must earn public trust by advancing justice, fairness and inclusion, and creatively partnering with civil society to meet critical needs."

continued on the next page



### Illinois City/County Management Association

How do our citizens look at our organization? Is there a high level of trust? Or, more personally, how do our citizens, our elected officials, our employees see me? Do they have a high level of trust in me?

For the organization, here are some practical ideas which you are probably already doing:

- 1. Adopt nonpartisan council/board elections (OK, maybe wishful thinking).
- 2. Undertake all actions in a transparent manner.
- 3. Establish a clear and shared understanding of the roles of elected officials and manager/administrator.
- 4. Establish a culture of civility and respect among elected officials and staff.
- 5. Have an adopted strategic plan or formal set of goals, prepared with broad community input and reported on regularly.
- 6. Have a clear ethics policy, widely shared and with regular training for council and staff.
- 7. Develop and communicate policies and plans on which to base decisions.
- 8. Define expectations for and provide reliable public services.
- 9. Establish a customer service policy that includes tracking and monitoring to ensure timely follow through and follow-up communication.
- 10. Have a robust public information system, proactively sharing information—true facts--by website, newsletters, social media, etc.
- 11. Systematically engage residents, and periodically conduct community surveys to gauge the satisfaction of residents with your services.
- 12. Have sound purchasing, accounting and auditing functions that are transparent and provide clear information on how funds are expended for community benefit.
- 13. Ensure organizational actions comply with the letter and spirit of the law.

And what about personal trust? Many of the values and ideas identified for organizations can also apply to each of us as well. My experience is that trust must be earned; it is not freely given. The best way to earn trust is by being trustworthy yourself. But, here are some specific ideas:

- 1. Be honest, adhere to the ICMA Code of Ethics and your local ethics laws and policies.
- 2. Always treat others with respect.
- 3. Be open and responsive to the ideas of others.
- 4. Engage others on matters which affect them, encourage dialogue, communicate honestly even when it may not be what a person wants to hear and say "no" when it is the right thing to do.
- 5. Always personally deliver "bad news" and let others share the "good news".
- 6. Only promise what you know can be delivered and follow through on your commitments.
- 7. Set a high standard for professionalism with staff.
- 8. Develop your organization with regular team building and other developmental activities.
- 9. Be open and accessible to the community, and seek opportunities to get involved in the community in matters that do not directly relate to your professional position.
- 10.Be transparent to the extent that you can legally and ethically do so.

These ideas look easy to implement, but they are not. They take time, are never "done," and trust can be severely damaged quickly by a negative event or action. But, work to build trust anyway.

"Trust is the glue of life. It's the most essential ingredient in effective communication. It's the foundational principle of all relationships." Stephen Covey



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

The Application Deadlines and Fees are:

- January 3
- July 7
- April 3
- 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 HYBRID PROFESSIONAL DEVELOPMENT EVENT



## Interviewing Approaches that Help You Get to the Heart of the Matter

How many times have you missed out on an amazing team member? How much turnover do you face these days? How can you ensure you find the best fit for your team? How can you, the hiring manager, encourage good, open and authentic dialogue, even for the most nervous job candidate?

There is extensive material available for job seekers looking for guidance on what to do to land a job – but there's not much for how you, the person interviewing, can make the most of this very important process. And let's be real; sometimes people are just not good interviewers. They may be the ideal candidate, but their ability to promote their genuine accomplishments— whether through a written resume, or verbal interviewing skills, is truly lacking. And, doing so in front of you - their potential new boss — well that can be a recipe for disaster for the shy, more introverted potential new hire. Conversely, others may be better at selling than at performing the job.

This session offers interviewing approaches that will help you understand both the head and the heart of your candidates to discern who may be the best fit, and make your hiring process less stressful and more rewarding.

- Examine how you show up to for the interview to set the stage to make the interview as effective and efficient as it can be.
- Learn how to read the candidate and ask insightful questions to create greater, more authentic dialogue. Uncover the true potential of each candidate.
- Learn best practices to ensure you interview with compassion and intention. Tap into both heart and head of yourself and your candidate.

Presenter: Cheryl Red, Principal, Communications Coach, Your True Note

October 5, 2022 9 AM-continental breakfast & registration 9:30 presentation and zoom session begin

Attend in-person at NIU Naperville or virtually through Zoom. Registration rate is the same for in-person and virtual attendance \$35. Register for Metro Luncheon "Inflation: How can city managers ride the wave?" as well for \$65. Student Rate \$20 or \$45 for both events.

### To register visit ilcma.org/events/oct2022

Addresses ICMA Practice Areas: 6 – Strategic Leadership; 13 – Human Resources Management and Workforce Engagement; 14 - Communication and Information Sharing





## **Share Your Stories with ILCMA**

### How to Use #ILCMAproud in Social Media

### Social Media Hashtag

What is a hashtag?

- This: #
- It's a keyword that relates to what you're writing. It's #searchable #clickable.
- 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!

### Facebook

Find ILCMA on Facebook: <a href="https://www.facebook.com/ILCMA1953">www.facebook.com/ILCMA1953</a>

- Like and Follow ILCMA's Facebook page for periodic updates
- 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: <a href="http://twitter.com/ILCMA">http://twitter.com/ILCMA</a>

- 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).



### **IML Manager Committee Column**

**FACT SHEET** April 19, 2022

## PROPOSED WORKERS' RIGHTS AMENDMENT to the 1970 Illinois Constitution with the Constitution of the United States, the Ordinan

the Illinois Cerritory, having the right of admission the general government as a member of the union, con h the Constitution of the United States, the bedinan , 1818." entitled "An act to enable the people of the Illin

On the November 8, 2022, General Election ballot, the proposed amendment (below) will be presented for voter approval or disapproval.

### **ARTICLE I BILL OF RIGHTS**

(ILCON Art. I, Sec. 25 new) SECTION 25. WORKERS' RIGHTS

(a) Employees shall have the fundamental right to organize and to bargain collectively through representatives of their own choosing for the purpose of negotiating wages, hours, and working conditions, and to protect their economic welfare and safety at work. No law shall be passed that interferes with, negates, or diminishes the right of employees to organize and bargain collectively over their wages, hours, and other terms and conditions of employment and work place safety, including any law or ordinance that prohibits the execution or application of agreements between employers and labor organizations that represent employees requiring membership in an organization as a condition of employment.

(b) The provisions of this Section are controlling over those of Section 6 of Article VII.

If either a three-fifths majority of those voting on the question, or a simple majority of all votes cast in the election, vote to approve the amendment, it will be certified and declared adopted by the State Board of Elections. If either threshold is not met, the question will be declared rejected. The Illinois Municipal League has prepared a general fact sheet on constitutional amendments (available via this link) for more information.

On April 9, 2022, the Illinois General Assembly adopted Senate Joint Resolution 55 (available via this link), as required by law, which sets forth an explanation of the proposed amendment and a brief argument in favor of and against the amendment. At least one month prior to the November 8, 2022, General Election, the Office of the Illinois Secretary of State shall publish the proposed amendment in newspapers across the state. Additionally, the Secretary of State shall mail the proposed amendment and the arguments in favor of and against the amendment, in pamphlet form, to every postal mailing address in the state.

### IML ADVOCACY

The Illinois Municipal League opposes the adoption of the proposed amendment due to the impact it may have on existing and future laws that protect municipal employer management rights. Only four other states provide that collective bargaining is a constitutional right, but none of those states prohibit the legislature or municipalities from the passage of any laws or ordinances that would interfere with, negate or diminish collective bargaining rights.

Voter approval of the constitutional amendment would preclude any future or meaningful reform of existing laws, restrict passage of new laws impacting collective bargaining and may lead public safety labor unions to attempt to reclaim a right to strike. Illinois already has enacted legislation prohibiting local right-

to-work ordinances; a constitutional provision for that purpose is unnecessary.

Municipal officials and all voters are encouraged to carefully consider the potential impact of this ballot question on their communities and for voters to reject the amendment at the November 8, 2022, General Election.





### **UPCOMING FREE WEBINARS** – Register at icma.org/coachingwebinars

#### **THURSDAY, SEPTEMBER 8**

Organizational Culture: Use the Return to Work to Attract and Retain Talent

### **WEDNESDAY, OCTOBER 20**

Alternatives to Silos - Leadership at Every Level

### **THURSDAY, NOVEMBER 17**

Everyone Has Personal Challenges: How to Balance Personal Requirements and Organizational Demands

All Webinars start at 1:30pm Eastern time.

**Can't make it to the live webinar?** Register and get an automatic email notice when the recording is available. <u>icma.org/coachingwebinars</u>

SAVE TIME! SIGN UP FOR ALL THREE 2022 WEBINARS AT ONCE! bit.ly/3r5k4nm

## Additional free coaching resources at ICMA's Career Center (icma.org/careers):

- Digital archives
- Career Compass monthly advice column
- CoachConnect for one-to-one coach matching
- Live speed coaching events, talent development resources, and more.

Join our list for coaching program updates and more: email coaching@icma.org.

Learn more at icma.org/coaching







Advancing Civic Leadership Navigating the Future

The new lineup for 2022-23 will begin in October. Course information will be posted at go.niu.edu/cla late August/early September.

### There are over 20 classes and 8 are new. The new classes are:

- Local Government Crisis Communications: Prepare, Practice, Prioritize
- How to Conduct a Focus Group
- Preparing for and Responding to Emergencies
- Planning for an Age-Friendly Community
- C3 De-escalation® Part 1: Theory
- C3 De-escalation® Part 2: Applying Concepts
- Branding and Community Engagement
- Public Art: What Is It and How to Plan for It

To receive timely announcements, subscribe to our CLA e-blast list at go.niu.edu/cla.

Enjoy the end of summer and look forward to seeing you in one of our classes.

CLA Courses Qualify for ICMA's Voluntary Credentialing Program





www.cgs.niu.edu



The Downstate City/County Management Association held its first in-person meeting since Summer 2019. Eric Hanson, Downstate President and Assistant City Manager, Normal, hosted the meeting at the municipal building. Pictured are Downstate attendees at the Mark Peterson Plaza, named in honor of the former city manager, Mark Peterson who is sprawled across the bottom above his name.

### Need Additional Help?

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:

- 1) 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.
- 2) 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.

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.)

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Darin Girdler

dgirdler@gmail.com 618-971-8276

Chasity Wells-Armstrong chasity.wellsarmstrong@gmail.com 630-312-8033







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Planning to attend? <u>Please RSVP for the date below</u>. RSVPs help us ensure we have enough table space. Feel free to show up early.

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## **Plan Commissioner Training**

### **WHO WE ARE**

The American Planning Association - Illinois Chapter (APA-IL) is the professional association for urban planners in Illinois.

Each year, the APA-IL hosts a statewide planning conference which includes a unique, day-long plan commissioner training workshop.

From 2011 to date, the APA-IL in partnership with DePaul's Chaddick Institute has held over 140 workshops in Illinois!

### TRAINING SUMMARY

Plan commissioners work hard reading packets, reviewing cases, conducting public hearings, and considering policy matters; but they rarely get the chance to sit back and look at the big picture of what they do and the significance it has to the communities in which they live. This is the focus of the all-day track, especially crafted for planning officials, boards, and commissions from the newly appointed to veteran officials.

### **AGENDA**

9:00 AM - 11:15 PM Session 1: Panel Discussion with Planners and Attorneys

11:15 - 1:00 PM Networking Lunch

1:00 PM - 3:00 PM Session 2: Mock Hearing

Reception at Old Post Office (Commissioners Only)

### **TRAINERS**

Michael Blue, FAICP Teska Associates

Tom Farace, AICP Village of Carol Stream

Greg Jones, AICP Ancel Glink

David Silverman, AICP Ancel Glink



Thursday, Sept. 29, 2022 9:00 AM - 3:00 PM



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- MANAGING AN ECONOMIC DEVELOPMENT ORGANIZATION
- MARKETING/ATTRACTION
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## Midwest Leadership Institute

## Fall Seminar 2022

### October 13 -14 NIU Naperville

Register by September 9th Registration Fee: \$770 - 6+ registrants from the same organization \$855 - 3-5 registrants \$950 - 1-2 registrants Do you know some of today's biggest workplace trends are linked to motivation? Have you been asking yourself any of these questions?

- Why does it seem that my employees are not interested or excited about returning to the office?
- Why do we have trouble filling open positions and where are all the quality candidates?
- My employees have not been able to recover from "COVID fatigue." Why?
- How do I retain my quality employees and "light a fire" under those who seem to just be hanging on?

If you find yourself struggling with any of the above, we can help you find the answers at the Fall MLI "Understanding Motivation – The reason or reasons one has for acting or behaving in a certain way." This 1.5-day seminar will be offered October 13 – 14 at NIU Naperville. Be sure to register today at MidwestLeadershipInstitute.org.





# INFLATION HOW CAN CITY MANAGERS RIDE THE WAVE?

Metro Luncheon & Hybrid Presentation



### **TOPIC:**

The annual inflation rate in the United States hit a 40-year high of 9.1% in June. This is something we've never seen! Join your Metro Manager Colleagues on October 5 to learn:

- What is happening now
- What to expect
- How inflation influences the cost of municipal services

Practical examples that managers can use to address the impacts of inflation in their communities will be shared.

### PRESENTERS:

Jason Turner, Chief Investment Strategist-Head of Multi-Asset Strategy with Great Lakes Advisors, LLC, a Wintrust Wealth Management company, will talk about inflation - what it is, what causes it, how it is measured, and what the current situation is.

**Dr. Norman Walzer** or **Andy Blanke** from the Center for Governmental Studies at Northern Illinois University will talk about the Municipal Price Index (MPI), how it has been influenced by inflation in the past, and what is expected to happen as a result of current inflation trends.

This session will be educational for all senior leaders in your organization. Bring your assistant or finance director! Attend in-person at NIU Naperville or virtually.

### WEDNESDAY, OCTOBER 5

NETWORKING BEGINS AT 11:30 AM | LUNCHEON BEGINS AT 12:00 PM AT NIU NAPERVILLE VIRTUAL PRESENTATION BEGINS AT 12:30 PM VIA ZOOM

Attend in-person at NIU Naperville or virtually through Zoom. Registration rate is the same for in-person and virtual attendance \$35. Register for ILCMA Professional Development Session "Interviewing approaches that get to the heart of the matter" as well for \$65. Student Luncheon Rate: \$25; Student Rate for Luncheon and ILCMA Professional Development: \$45

To register visit ilcma.org/events/oct2022





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### **Mission**

To present an educational experience with intellectual depth and substance that focuses on the individual as leader and the person as a whole to encourage participants to connect interpersonally and emotionally to better lead themselves and others.

### **Values**

**Education** 

**Scientific Objectivity** 

**Developmental Growth** 

Health

Discipline

**Ethical Behavior** 

### More Information

To learn more about the Midwest Leadership Institute, takeaways, videos, and more, visit midwestleadershipinstitute.org or contact:

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P: 847.703.3585

E: rrkiely@comcast.net

Dawn S. Peters

P: 815.753.0923

E: dpeters@niu.edu

### **Midwest Leadership Institute**

### **Approach**

The Midwest Leadership Institute strives to be a peak performance institute for local government organizational leaders. 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 important for an organizational leader.

### Who Should Attend

Local government organizational leaders including chief administrative officers, assistants, department heads and others who are interested in leadership education focused on the theoretical and practical.

Join a network of organizational leaders who have participated in the Midwest Leadership Institute and who continue to assist one another with workplace and personal challenges and celebrate successes. Participants also receive ongoing educational materials through the "members only" section of the MLI website and receive invitations to participant only events.

#### 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 ten learning pods including lectures, exercises, and team discussions. The ten learning pods are as follows:

- 1. The State of Today and the Effect on the State of Tomorrow
- 2. Fundamental Concepts for Leading People
- 3. Judgment The Foundation of Successful Leadership
- 4. Emotions When Working with People Gets Tough
- 5. Power, Authority, Motivation, and Influence
- 6. Change: Resistance, Motivation, and Performance
- 7. The Relentless Pursuit of an Ethical Culture
- 8. Aligning Goals, Tasks, and Relationships9. The Role of Self-Awareness in Leadership
- 10. Balancing Work, Family and Self

### 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, Limardi Consulting LLC, MPA, ICMA-CM
- Robert Kiely, MPA, ICMA-CM
- · Dawn S. Peters, MPA

### 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 \$2700 and includes course materials, continental breakfast daily and lunch for four days. Organizations that send multiple participants are eligible for tuition discounts.

The Institute will be held **April 24 - 28, 2023** at Northern Illinois University's Naperville campus, 1120 East Diehl Road, Naperville, IL.

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### Spotlight on: HR Green

### **The Contactless Counter**

By Russ Loebe, ICMA-CM, Vice President of Governmental Services, HR Green

City and county agencies dealing with shrinking budgets and staff sizes have been searching for new solutions to manage workflow and increase productivity when overseeing capital projects and development review services. To minimize labor while improving process efficiencies and transparency, many agencies are discovering the benefits of the "contactless counter."

With expectations from customers used to convenient remote services, now is the time to take a more strategic approach towards virtual processes at city hall. By deploying integrated solutions, agencies can better collaborate with partners, move documents forward more efficiently, and develop resilient project delivery services for their residents. This resiliency is critical for protecting revenue streams and enhancing transparency and economic development while minimizing labor requirements.

### **Benefits of an Integrated Contactless Counter**

A successful contactless counter provides integrated digital solutions for any service that is done at the public counter. These include permitting, plan checking, inspection, and services necessary for the agency's economic survival, such as collecting fees and taxes. While shifting these to online services can offer tremendous efficiencies, agencies can maximize benefits by applying an integrated approach that uses customized web-based portals to support a range of connected activities.

Below are just a few examples of the benefits this approach can provide:

- Reduced risk of error Applications or payments made directly into a web-based portal are less prone to errors. Yet more than 40% of surveyed agencies admit to accepting applications via mail, and approximately 35% accept payments via mail or phone. Even simple keystroke errors waste time for staff who must work to track down discrepancies. These delays and lost payments all translate to added costs for customers. When payment software interfaces directly with your agency's finance software, you can save even more by eliminating daily or weekly reconciliations.
- Faster processes Portals allowing customers to submit applications, plans, inspection requests, and payments when convenient can encourage the submission of more complete applications. Without the need for follow-up questions, processes become more streamlined.
- More collaborative projects The use of digital tools greatly enhances collaboration between agencies and developers



and among different reviewing departments. When information is integrated online, development managers can more easily track critical projects and respond with real-time knowledge of project status, all while improving transparency

- Higher staff engagement Digitizing these processes helps shift staff away from monotonous key-entering and paper shuffling to more value-added tasks. This not only lowers the risk of errors but has the added benefit of boosting employee engagement.
- Meeting expectations Consumers have come to expect the convenience of around-the-clock access to a wide range of services, from booking flights to shopping for groceries. Government has not kept pace. With more customer-centric access portals, agencies can build stronger relationships with partners and customers and expedite payment processes.

### **Hurdles to a Successful Contactless Counter**

Implementing virtual services carries many benefits, but they aren't always easily achieved. Many agencies may have to overcome the challenge of shifting from a reactive solution to a more strategic, big-picture approach to creating contactless services. Becoming more strategic in this endeavor means moving away from pieced-together solutions that address a range of needs without interacting with one another. This approach is not typically scalable over time and can lead to communication challenges across departments and with customers.

Another challenge can arise in the form of staff resistance to change. Resistance can stem from a fear of job loss to technology or an unwillingness to try new ways of doing things. Either way, a strategic approach to digital solutions must consider staff buy-in. By addressing concerns upfront, explaining how automated solutions can support staff in their shift from monotonous to more value-oriented tasks, and encouraging project champions to celebrate implementation progress, these projects have a greater chance of success.

By implementing well thought out integrated solutions, agencies benefit from automation that supports workflows, efficient service delivery, and a robust experience for all users.





### Spotlight on: POLCO

### How Local Government Leadership Can Alleviate Workplace Stress When it comes to employee recognition, a little bit goes a long way.

By Jessie O'Brien - POLCO

High demands, long hours, and poor relationships can all lead to workplace stress. But survey data show that management can make a huge difference in alleviating tension by implementing small changes.

The National Employee Survey (The NES) by Polco assesses local government workers' attitudes toward their jobs. Nationally, supervisors' ability to handle poor-performing employees was the lowest scoring metric at only 37% positive. On the flip side, 55% of respondents say they've been shown appreciation for their work.

Josh Briley, Ph.D, is a former staff psychologist for the Federal Bureau of Prisons and Veterans Health Administration. He is also a fellow and board member at the American Institute of Stress. He says that when high performers see colleagues texting all day while they pick up the slack for the same pay, work becomes demoralizing.

Yet, The NES results show not addressing poor performers is a pervasive problem in local government.

As a former manager in the federal government, Briley said there are many reasons why government managers avoid dealing with poor-performing employees. It costs money to hire new people, and it can be a lot of work. Plus, local governments have time-consuming disciplinary measures.

"The disciplinary procedures had good intentions when they were put in place," Briley said. "But the implementation is difficult and can create more stress and more friction. A lot of managers might think it's too much of a headache."

To understand their own organization better and enhance job satisfation, Marco Island, Florida, conducted The NES in 2021. They scored higher than the national average in almost all aspects of supervisor-related questions, including over 20 points higher on managing low-performing employees.

A few factors contribute to their success. First, there are only about 225 full-time employees, so supervisors have close working relationships with their staff. And last year, Marco Island made an intentional effort to show recognition. Officials launched an employee of the month and "Caught In the Act" program, where staff members spotted doing a



good job receive a \$50 gift card. They also conduct consistent evaluations with a formal process to address concerns.

"Those things seem to go a long way, and they are really easy to do," McNees said.

In fact, in terms of stress, acknowledgement is more valuable than pay. "Compensation does not relieve stress. If that were true, directors and department heads would be less stressed out than the people reporting to them," Briley said. "Don't get me wrong-everybody wants a better paycheck—but it's important for employees to feel recognized, even if it's not monetary compensation."

Marco Island also stresses the importance of teamwork. Leadership further analyzed their own operations with the book "Five Dysfunctions as a Team." They began building trust through a common language of understanding what works and what doesn't work.

But what happens when a supervisor fails to recognize their employees or make improvements?

"The manager and the agency absolutely need to look at how they're doing things, especially when they get surveys like [The NES] that show the vast majority of their employees are not happy," Briley said. "But really, whether we're stressed out or not has less to do with extrinsic factors than intrinsic factors."

Briley said stressed employees should remember why they took a job in government. If the answer is to help people, it's valuable to hold onto that drive when working in a frustrating system. He advises employees to keep a line of communication open with their supervisor. But the most valuable tip may be the hardest to implement.

"The main thing is to take responsibility for your own happiness," Briley said. "Don't give a poor-performing employee or your manager that much power over how you feel."

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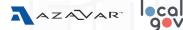
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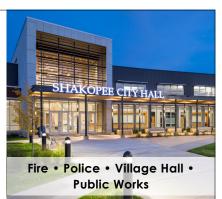
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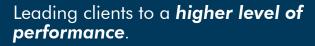


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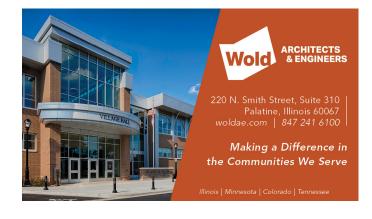
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