

Calendar of Events

November 2

Legacy Project Brown Bag Luncheon

November 3

SWICMA Luncheon O'Fallon, IL

November 8

ILCMA Professional Development NIU Naperville/Hybrid

November 8

Metro Manager Luncheon NIU Naperville/Hybrid

November 9

IAMMA Regional Luncheons

December 15

IAMMA/Metro Holiday Luncheon NIU Naperville

January 19, 2024

IL Financial Forecast Forum NIU Naperville/Hybrid

February 7 - 9, 2024

ILCMA Winter Conference Normal, IL

To view all upcoming events [click here](#)

President's Column

By Ben McCready, Chair, ILCMA Communications Committee, Assistant City Administrator, Geneva

Have you found motivation in the unexpected? For me that comes from coaching my child's soccer team. Rather than write an article filled with cheesy soccer puns, I'll simply state that while the season is long, we spend surprisingly little time together. One practice and one match each week, the moments together are ephemeral. The joys, sounds, and feelings from the pitch can't be fully appreciated in an email or social media post. We make the most out of celebrating accomplishments and encouraging one another in the moment. I'm grateful for the time spent together, and while a hard practice or good match can be physically draining there's an infectious positivity that permeates into the rest of life.

Charging our mental batteries is ever more important to us as individuals and to the future of our organizations. While I've been fortunate to find an activity that rejuvenates me, youth soccer isn't where I celebrate a balanced budget, full staffing, or a renewed intergovernmental partnership (8-year-olds don't seem as excited about this). Thus, it is ever more important that we are primed and ready to inspire others to do their best and thrive at City Hall. That means being mindful of our own state both personally and professionally, as none of us are immune from feeling worn out, burned out, and just plain exhausted.

While I'm certain many readers will agree that networking and connections are an important component of profession life, it's fundamentally different than it was in January 2020. The height of the pandemic brought about rapid changes in technology and disrupted the status quo – including time dedicated to recharging,

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Job Mart
Click here to see job listings



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refocusing, and learning. Traveling to a conference became free time on the calendar, there were meetings that didn't need rescheduling and webinars that could be viewed later on demand. The gift of time may have been a welcome boost, but it was not without cost.

Foregoing opportunities to connect and learn from our colleagues may seem minor at the moment, but the cost of the missed opportunity impacts us as leaders, friends, partners, parents, caregivers, and coaches. Admittedly, I did not fully appreciate what had been lost until I was 30,000 feet in the air returning from the 2023 ICMA Annual Conference. Touching down, I went back to the office re-energized. Although I returned to the Land of Lincoln informed and inspired (and with a new appreciation for a good breakfast taco), I credit reconnecting with my peers, colleagues, and friends as a much-needed recharge to my mindset (and I'm grateful to everyone who encouraged and supported me in attending this year). Although it may have been convenient to stay home answering email and crossing items off the proverbial list – it was all waiting when I returned. What wasn't? A conversation with a friend about mental wellness, reconnecting with a mentor, opportunities to coach and be coached, chance encounters in the hall, perspective altering dialogue, or simply riffing a good idea while it was fresh.

We're in it together and rest assured that your colleagues and friends look forward to connecting with you at ILCMA Conferences and events in 2024. As we look to the year ahead the Communications Committees talented and innovative members are excited to be championing new ways for ILCMA members to reconnect. Keep a lookout for opportunities to share your story and inspire others on a podcast as we work to spotlight your efforts to promote public service in the classroom, learn about unique career paths, and continue to share the latest via the ever-popular Idea Exchanges. From City Hall Selfie Day to Podcasts, we hope to see you and share more about our efforts throughout the year!



[Apply Here](#)

Congrats to Joan Walls, Deputy City Manager, Champaign, IL

Latest recipient of the ILCMA Lifesaver Award

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.

Congratulations to Ana Elizárraga, Housing & Economic Development Analyst for the City of Evanston for receiving the first-ever The League of Women in Government's Firestarter Award at this year's ICMA - International City/County Management Association Annual Conference!

First announced in 2023, this award celebrates potential for leadership as well as significant contributions to community and the field of public administration. The award and scholarship recognize a woman who is a rising star in her local government career. It is presented in partnership by the League of Women in Government and Polco.

In addition to Ana Elizarraga being awarded the first ever Firestarter Award by the League of Women in Government (at the ICMA annual conference in Austin, Tx on October 2, 2023), she was also selected by the ICMA International Committee for one of two Tranter-Leong Fellowships. That award comes with a \$5,000 check. Ana will be working for a few weeks in November 2023 in Mexico.

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:

Jill Applebee, Administrator, Village of Forsyth
Elizabeth Black, Director of Human Resources,
City of North Chicago
John Dossey, City Manager, City of Pekin
Patrick Gorski, Building Commissioner, Village of Norridge
Matthew Harline, Village Manager, Village of Villa Park
Amy Nykaza, Village Manager, Village of Waterman
Laura Pigatti Williamson, City Administrator, City of Marengo
Tamara Wilcox, County Administrator, Macon County

Members:

Andrew Alves, Administrative Assistant, Village of Niles
Robert Grant, Lockton
Angie Plate, Mindsight
Alejandra Ruiz, Student
Mary Beth Velzy, Senior Program Director,
Money Management Educators

Who's Who Directory Update

Christina Burns, County Administrator, Kendall County has new contact information:

Christina Burns
County Administrator
Kendall County
111 W. Fox St.
Yorkville, IL 60560.
Phone: 630.553.4121
Email: cburns@kendallcountyl.gov

Andy Ferrini has been appointed as the new Village Administrator in Pingree Grove. He was previously the Assistant Village Administrator in Indian Head Park. His new contact information is:

Andy Ferrini
Village Manager
Village of Pingree Grove
555 Reinking Road
Pingree Grove, IL 60140
Phone: 847-464-5533
Email: aferrini@pingreegrove.org

Eric Hansen has been appointed as the new City Manager in Galesburg. He was previously the Assistant City Manager in Normal.

Erin Rauscher, MPH, LEHP, is the new Assistant to the Village Administrator in Lake Zurich. She was previously the Environmental Health Supervisor, Kane County Health Department.

Ashley Eccles is the new (and first!) Assistant Village Administrator for the Village of Antioch. She was previously the Assistant Village Administrator for the Village of Lake in the Hills. Her new contact information is:

Ashley Eccles, MPA
Assistant Village Administrator
Village of Antioch
874 Main Street, Antioch, IL 60002
Phone: 847-395-1000 x 1323
Email: aeccles@antioch.il.gov



[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.

Congratulations to the 2023 ICMA Local Government Service Award Recipients

10 Year Service Award

Anthony Funderburg
Justyn Miller
Michael Strong

20 Year Service Award

William Beith
Patrick Brennan
Jeffrey Fiegenschuh
George Liyeos
Kimberly Richardson

25 Year Service Award

Mike Baker
Steven Bosco
Barry Dykhuizen
Ashley Engelmann
Eric Helm
Robert Irvin
Sharon Peterson
Randall Recklaus
Regan Stockstell
Sam Trakas

30 Year Service Award

Kelly Amidei
Bradly Burke
Kurt Carroll
Michael Crotty
Ghida Neukirch
Scott Niehaus
Scott Sorrel
David Strohl
Michael Thomas
Brian Townsend
F. Patrick Urich
Kirk Zoellner

35 Year Service Award

Ellen Baer
Kevin Barr
John DuRocher
David Hulseberg
Douglas Maxeiner
David Plyman
R. Smith
Jeff Zoepfel

40 Year Service Award

Michael Dzugan
John Marquart
Patrick Thompson
Joseph Wade



*Advancing Civic Leadership
Navigating the Future*

Nov. 9, 2023 — NIU Naperville

Recruitment and Retention Strategies NEW

Presented by Janelle Crowley, Ph.D., Chief of Staff, Governors State University

Nov. 17, 2023 — NIU Naperville

C3 De-escalation® Essentials NEW

Presented by Patti Treibel-Leeds, LBSW, MS, C3 De-Escalation Master Trainer

Dec. 5, 2023 — Online Webinar

New Civics: The Dynamics of Today's Civics and Globalization*

Presented by Greg Kuhn, Ph.D., Director, Center for Governmental Studies, Northern Illinois University

**This is one of two core workshops required to earn a CLA Certificate of Achievement.*

Jan. 17, 2024 — Online Webinar

Strategic Thinking and Planning Basics - Creating a Road Map for the Future

Presented by Melissa Henriksen, MPP, Assistant Director, Strategic Management, Policy and Community Development and Alli Hoebing, MPA, Research Specialist, Center for Governmental Studies, Northern Illinois University

Jan. 31, 2024 — Online Webinar

Better Zoning to Create Better Communities NEW

Presented by Jacob Seid, AICP, Founding Principal, Sightline Planning and Zoning Class is held in partnership with APA-IL.

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

go.niu.edu/cla



NORTHERN ILLINOIS UNIVERSITY

**Center for
Governmental Studies**

Outreach, Engagement and Regional Development



ICMA



2023 COACHING PROGRAM

THRIVE IN LOCAL GOVERNMENT

UPCOMING FREE WEBINARS – Register at icma.org/coachingwebinars

THURSDAY, SEPTEMBER 7

High Performance Local Government: Creating a Culture of Higher Organizational Performance

THURSDAY, OCTOBER 19

Career Pathways to Move Up the Local Government Ladder

THURSDAY, NOVEMBER 16

What to do When Everything is Falling Apart: How to Reset

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. icma.org/coachingwebinars

SIGN UP NOW!
bit.ly/3WLRhF

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

Decatur Hosts the Fall Downstate City/County Management Association Meeting

Scot Wrighton, City Manager, Decatur and Jon Kindseth, Assistant City Manager, hosted the Fall Downstate meeting on Oct. 13. On Thursday evening, attendees toured the state-of-the-art Public Safety Training facility, which is supported by The Howard G. Buffett Foundation. Participants tried the VirTra simulators which allows one to experience firsthand the types of scenarios police may encounter when on the job, while illustrating the split-second decision-making these scenarios require. It's an amazing facility. They host groups throughout the week and all is FREE OF COST! For information visit www.publicsafetytrainingfoundation.org.

Friday consisted of three sessions presented by Decatur representatives. Scot Wrighton and Jon Kindseth spoke of the various efforts around Decatur's rebound in commercial, industrial, economic development and real estate markets. Since the pandemic, Decatur has seen over \$3 billion in new developments and will add nearly 1000 new jobs. The second session was about "Changing the TIF Dialogue." The session provided insights on how to stay ahead of the negative narratives about TIF and how to use TIF in ways intended by the law. The final session was about "Harnessing the Power of Existing Data in Community Development." The presentation showed how the City is investing its local, state and federal dollars strategically based on data.

At the Fall Business Meeting, it was announced that Jeff Fiegenschuh has been named the new Secretary/Treasurer on the Downstate Board. If a Downstate member is interested in hosting the Spring meeting, please let Christopher Walton or Dawn Peters know.





REGIONAL LUNCHESES



**THURSDAY,
NOVEMBER 9TH**
11:30 AM – 1:00 PM

Join other assistants, managers, and interns in your region for a luncheon to discuss localized issues, best practices, projects, and opportunities for collaboration.

EVENT LOCATIONS

**Station 51 Truck
Company Bar & Grill**

883 N. Main St
Antioch, IL 60002

Half Day Brewing

200 Village Green S.
Lincolnshire, IL 60069

Granite City

801 Plaza Dr
Schaumburg, IL 60173

**Babcock's Grove
House**

101 W. St. Charles Rd
Lombard, IL 60148

Legends Bar & Grill

9710 191st Street
Mokena, IL 60448

Virtual

Link will be sent out
before luncheon

Sign up for the November IAMMA Luncheon by visiting the [IAMMA Eventbrite Page](#). Be sure to bring someone from your organization to introduce them to IAMMA!

Attendees are responsible for their own lunch costs.

IAMMA Spotlight



Cristina White

City Administrator
City of Warrenville

Tell us about your journey into the profession:

I had a non-traditional path into local government. After pursuing a Bachelor of Arts degree in Business from Dominican University, I spent several months interviewing for human resources positions with private sector companies. I was sharing my struggles to find the right position with a friend, who worked in local government, and she suggested I look at a job opening for the Executive Assistant position to the City Manager in the

City of Wood Dale. I learned so much in that experience, and was fortunate to be promoted into an HR role after about a year. After a few years in Human Resources roles, I accepted the position of Assistant City Administrator for the City of Warrenville in 2016, and then was promoted to City Administrator in 2022.

Why is local government a good career path?

There are countless opportunities to participate in work that is challenging, interesting, and meaningful. The projects we work on and the issues we address are important and have a lasting impact on the community and the organization.

Fun fact about yourself:

I love to travel to other parts of the world. Experiencing the culture of a new place and meeting new people always brings me joy. As a way to prepare for the trip, I like to listen to audiobooks to learn basic words and phrases in the language.

If you could give one piece of advice to future local government leaders, what would it be?

I have two:

- 1) Embrace lifelong learning and stay curious. Everything changes, so continue to adapt and evolve to meet the challenges of tomorrow.
- 2) Help the people around you grow by encouraging them to problem solve and challenging them to present solutions (not just problems).

Shows/music/books you're currently watching/listening to/reading:

Currently listening to Fleetwood Mac, Taylor Swift, and Kelsea Ballerini

I just started *Multipliers* by Liz Wiseman

Hobbies:

Travel, reading, concerts, and theater.

ILCMA Leadership Institute for the Newly Appointed Manager/Administrator Held in October in Decatur

The downstate ILCMA Leadership Institute, which takes place every two years, was recently held in conjunction with the Downstate meeting in Decatur, IL. This day-long session focused on the various complex relationships that exist in the life of a professional local government manager or administrator. Five basic areas are covered: elected board relations, staff relations, community relations, leadership and ethics, and work/life balance. The presenters have years of experience in local government management in large and small communities from across the state. Ten new managers/administrators including four county administrators (two of which are newly created positions), participated in the day-long session.

ILCMA thanks the following presenters:

Scot Wrightson, City Manager, Decatur who presented "Community Relations."

Scott Smith, City Manager, Charleston who presented "Staff Relations."

Walter Denton, City Administrator, O'Fallon who presented "Leadership, Values and Ethics."

Patrick Brown, Village Administrator, Mahomet, and Sean Widener, Village President, Mahomet, who presented "Elected Board Relations."

Patrick Urich, City Manager, Peoria, who presented "Work/Life Harmony."

Additionally, ILCMA thanks John Phillips, ILCMA/ICMA Senior Advisor, for moderating the day. He also serenaded the attendees with his self-written songs and guitar playing at the end of the day. The next Leadership Institute will be held on November 15 at NIU Naperville. It is open to both newly appointed members and non-ILCMA members and is free of cost.





Peoria Assistant City Manager Richardson Receives Prestigious Leadership Award

Kimberly Richardson, Assistant City Manager of the city of Peoria, has been honored with the esteemed Assistant Excellence In Leadership Award by the International City/County Management Association (ICMA). Assistant City Manager Richardson will receive the award next Tuesday at the annual ICMA conference in Austin, Texas.

The award, named to honor former ICMA President Buford M. Watson, Jr., acknowledges "a local government management professional who has made significant contributions toward excellence in leadership as an assistant to a chief local government administrator or department head." City Manager Ulrich acknowledged the award stating, "Assistant City Manager Richardson demonstrates exceptional leadership qualities, a deep commitment to public service, and has made a tremendous impact on our community."

Prior to coming to the city of Peoria in January of 2022, Richardson served as the deputy city director in Evanston, Illinois, and worked in Rockford, Bensenville, Riverside, and Flossmoor. Her extensive government background includes managing fleet services, providing policy guidance, participating in collective bargaining, and establishing racial equality initiatives. In her current role, she oversees the Economic Development Department, Information Systems, and the Emergency Communications Center.

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 (list of MIT's below).

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:

- | | | |
|-----------------------|--------------------------|--------------|
| Moses Amidei, ICMA-CM | mosesamidei@outlook.com | 847-452-6569 |
| Rebecca Ahlvin | Ahlvin.rebecca@gmail.com | 618-363-6899 |



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.

ILCMA Professional Development Event

Leading with Authentic Confidence

Ego, arrogance and narcissism commonly describe ineffective leadership. Nobody likes a show-off, but it also doesn't work to shrink into the shadows. Communicating the appropriate amount of confidence in every situation is an essential leadership skill and Authentic Confidence is the secret.

Creator and Confidence Coach, Ben Fauske had significant confidence issues early in his career and he was miserable. After years of studying confidence, he discovered a pattern used to overcome confidence issues and find success. He has since taught thousands of leaders how to elevate their influence and enhance their leadership brand. Leaders are either looking to find confidence (91% of new leaders have significant confidence issues) or learning how to coach confidence in others.

Ben will be sharing the latest research and strategies in this session. He will also be sharing insights from his book *Authentic Confidence: The Secret to Loving Your Work and Leading an Unstoppable Career*.

In the Authentic Confidence Session you will:

- Understand your limiting beliefs and the biology and core beliefs of world-class influencers.
- Learn the 6 Confidence Profiles and take a self-assessment to determine your profile.
- Develop strategies for coaching confidence in your organization.
- Learn how to find, lead and coach with Authentic Confidence.

Addresses ICMA Practice Areas: 5 Personal Resiliency and Development & 6 Strategic Leadership

Wednesday November 8th at NIU Naperville or Virtually via Zoom

In-person registration, networking, and continental breakfast begin at 8:30 AM
The presentation is from 9AM to 11:30 AM for In-Person and Virtual attendees..

Attend in-person at NIU Naperville, 1120 E Diehl Rd, Naperville or virtually via Zoom. Zoom presentation begins at 9:00 AM. Registration fee is the same for in-person and virtual attendance \$35. Register for Metro Luncheon as well for \$65. Student Rate \$20 or \$45 for both events. MIT's are free.

Register at: <https://www.ilcma.org/?p=20259>

IML Managers Column



Paid Leave for All Workers Act Amendment Request

The Illinois Municipal League (IML), along with several regional councils of government, signed a formal request to the General Assembly to exempt additional units of local government from the Paid Leave for All Workers Act. IML encourages municipal officials to contact their local legislators and express the need to exempt municipalities from the requirements of the Act.

Since its enactment, IML has led advocacy efforts to exempt municipalities from the Act, and has drafted amendments that would accomplish this. IML Executive Director Brad Cole has met frequently with representatives of organized labor throughout the spring, summer and early fall. Unfortunately, organized labor has been resolute in their resistance to any exemptions or rollbacks of requirements in the Act thus far. IML will continue to advocate in the best interest of municipalities and push for a municipal exemption in the Act.

Local Public Notices Website

State law imposes a significant number of mandated posting requirements for communicating governmental information to the public. Public notice requirements are an important and beneficial service provided to citizens. However, these requirements, particularly mandates to post municipal notices in newspapers, add costs to municipalities and their taxpayers. IML has continually advocated for municipalities to have the option to fulfill public notice mandates electronically. Unfortunately, the Illinois General Assembly has so far failed to take action on legislative solutions proposed by IML to address this issue.

As a way to expand posting municipal notices in the public forum, IML has created a dedicated website, LocalPublicNotices.org, where municipalities (only) can post public notices easily and efficiently online. LocalPublicNotices.org is a free, searchable, public database. Notices can be posted via text or PDF, to the dedicated webpage at no cost to the municipality.

Posting on this website will not fulfill statutory notice publication and posting requirements, but it will allow municipalities to reach more residents, as the page will be accessible to the public where they are most likely to look.

Cybersecurity Awareness Training

Public Act (P.A.) 102-0753, which became effective January 1, 2023, requires every employee of a county or municipality to annually complete a cybersecurity training program. All elected and appointed officials should also complete the training. The training must include, but is not limited to, detecting phishing scams, preventing spyware infections and identity theft and preventing and responding to data breaches. The Illinois Department of Innovation and Technology has created a cybersecurity awareness training document that satisfies the requirements of the Act. The training document can be accessed on the IML along with other cybersecurity resources available at iml.org/cybersecurity.

Civility Pledge

The IML Board of Directors has approved the Civility Pledge. The Civility Pledge seeks to restore civility in local governments by ensuring that communication between local elected and appointed officials remains open, honest and transparent in order to cultivate trust and build relationships.

IML has developed a model resolution, an individual civility pledge and a civility pledge that can be signed by an entire council or board. All of these resources can be found on a dedicated IML webpage, iml.org/civility.

The National Civic League is accepting applications for the 2024 All-America City Award. The 2024 All-America City Award will recognize communities that are finding innovative ways to equitably engage community members in activities that strengthen democratic processes, such as making it easier to vote, engage in community affairs and serve in leadership roles.

Letters of intent are due by Thursday, December 14, 2023, and applications are due by Tuesday, February 13, 2024.

METRO LUNCHEON

CITY MANAGER CONTRACTS

*Tips for Negotiating Your First Contract,
Renewing Your Current Contract or Getting
What You Deserve on the Way Out*



Whether you're negotiating your first agreement or renewing an old agreement, it helps to understand the current landscape for city manager contracts. Join us for a discussion with professionals who have been in the room where it happens. Panelists: David Limardi, Limardi Consulting and Katy Rush, GovHR USA.

 WEDNESDAY NOVEMBER 8, 2023	 11:30 AM REGISTRATION & NETWORKING 12 PM LUNCHEON 12:30 PM DISCUSSION & VIRTUAL SESSION	 NIU NAPERVILLE 1120 E. DIEHL RD. NAPERVILLE, IL 60563 -OR- via Zoom
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Attend in-person at NIU Naperville or virtually via Zoom. Zoom presentation begins at 12:30 PM. Registration fee is the same for in-person and virtual attendance \$35. Register for ILCMA Professional Development Session "Leading with Authentic Confidence" as well for \$65. Student Rate \$25 or \$45 for both events. MIT's are free.

REGISTER NOW



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: www.facebook.com/ILCMA1953

- 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: <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).

Senior Advisor Column



The Importance Of Professional Local Government: What We Can Do

By Steve Carter, ICMA/ILCMA Senior Advisor

Council-Manager government has been widely effective in providing essential services to its communities for over a hundred years. Many of its benefits have been included in cities and counties with appointed Administrators. Yet there are always new challenges to face, and we can help stay the course.

We who have worked “on the ground” with our elected officials to improve our communities understand the value of professional local government. Council-manager form goes back to the early 1900’s when people tired of the corruption that had taken root in their community. In most of our older communities, we can find that history if we go back far enough. Citizens wanted their local government to serve the community, provide important services, and do it efficiently and without corruption. Today, council-manager form is the most prevalent form of local government in our nation. Each year there may be a few elections to change “to” or “from” council-manager form, but the result overall continues to support the form.

Nonpartisan, good government organization, the National Civic League, still recommends council-manager form in its most recent 2023 model city charter. The National Civic League proposed their first model city charter in 1900. And they have been promoting good government ever since. Their 2023 model city charter, their ninth, strongly supports council-manager form of government. Here is some of what they say:

“The council-manager form with an elected mayor provides for vision, shared governance, informed advice and complete information about performance, a professional executive with the requisite experience and expertise, and continuous transparency. Local governments do not have to keep using or revert to the separation-of-powers structure used at higher levels of government nor do they have to take the chance that a mayor as chief executive is not well prepared for the office or not able to handle its broad scope of responsibilities. The council is not constrained by its subordinate position, and the performance of administrative staff is not impacted by the political interests of the mayor.

The council-manager form is designed for local governments and intended to promote the best performance of all the officials. It is also more likely to be receptive to innovation and emerging values.”

“At the present time, addressing bitter partisanship, polarization, and a declining level of public confidence in powerful institutions requires a high level of adaptiveness and innovation. These challenging conditions call for a new framework for a twenty-first century reform movement that fosters resident centered democratic governance that addresses institutional racism, political conflict, and declining confidence in democracy by expanding the civic agency of everyday people, and building resilient, local, multiracial democratic institutions. We hope this model charter can contribute to an environment in which local governments can rebuild confidence in democratic institutions, bridge the polarization gap and bitter partisan divides, increase our capacity for public problem-solving and move the country toward a genuine, participatory, multiracial democracy while retaining the enhanced capacity for effective governance that has been developed over the past century.”

Our support of the independent NCL is important as we look to our future.

ICMA, the City Managers Association as it was first called, began in 1914 to support the movement to council-manager government, develop the manager profession and support its manager members. As local governments evolved, so did the role of managers and the profession as well as the International City Management Association and then the International City and County Management Association worked to build the profession we all have enjoyed. Over the years ICMA has provided support for managers and communities by promoting the council-manager form, creating and supporting the code of ethics, providing useful information, offering professional development opportunities, supporting individual managers and promoting good governance.

In order to meet the challenges we are now facing and before it becomes urgent, I believe there is a role that each of us can play to make sure that the basic principles of professional government will continue to serve our local communities well into the future. “An ounce of prevention is worth a pound of cure.”

continued on the next page

So, here is what I encourage us all to do: make support for our professional organizations, ICMA and ILCMA, a personal commitment. This is important for you, your organization, your community and local governments across our nation.

Here are 10 priorities you and I should commit to do:

1. Be an effective leader in your organization and support the ICMA Code of Ethics. Setting a good personal example is always the strongest message.

2. Look for opportunities to inform about council-manager government—your council members, board and commission members, city staff, and community. Lack of understanding is a big problem. Your community service clubs are always looking for good speakers!

3. Maintain your membership in ICMA and ILCMA. Membership is the strength of any professional organization. The services offered are wide and varied, supportive of you and the work you do, and membership fees have been reduced to encourage membership.

4. Actively participate and be engaged in both associations, regularly attending conferences and meetings. Make it a point to reach out to others, especially those that are new.

5. Continue your professional development, including becoming credentialed and maintaining your credentialed status.

6. Serve on a committee or find another way to contribute your knowledge. ICMA and ILCMA are annually looking for volunteers to serve on their many relevant committees. They are good learning and networking opportunities.

7. Reach out to those in new positions and offer encouragement and support. They start with great enthusiasm and expectations, but we know that challenges await.

8. Serve as a mentor or coach to a member of the profession. Your listening and support can help them have a positive experience. ILCMA has the Mentor Match Program and ICMA has the Coaching Program.

9. In Illinois many of our new managers come from a variety of backgrounds, including police, public works, finance, elected positions and the private sector. Many have benefitted from other professional associations. Reach out to them to help them experience the positive support from ICMA and ILCMA.

10. Financially support the profession. Contribute as you are able to ICMA's Future of Professional Management Fund, <https://donorbox.org/future-of-professional-management-fund>.

One thing I have learned from my experience in local government: never assume. And, we should not assume local government is or will be shielded from negative political forces. We have seen the value of professional local government and we all can play a role in making sure future generations can enjoy those benefits also.

Save the Date!!
ILCMA Winter Conference
Feb. 7 – 9 at Marriott in Normal, IL

Look for registration information soon!



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Illinois Chapter

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PROJECT PLANNERS PANEL & NETWORKING HAPPY HOUR

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Thursday, November 9th
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**Please RSVP to
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2:00pm**

Scan me



Join NU SPS, APA-IL (American Planners Association, Illinois Chapter) and IAMMA (Illinois Association of Municipal Management Assistants) to hear multi-disciplinary professionals speak on their careers in planning. Information will be shared on student resources available through APA IL and how to get involved with their Emerging Professional Planners group. You'll also hear about how to become a member of IAMMA. Attend to benefit from some insight on professional planning while networking and enjoying food and beverages!

This event is open to MPPA students and alumni as well as IAMMA and APA-IL members.

Contact Alison, Assistant Director of Student Engagement and Community, for any questions about the event:
spsgradevents@northwestern.edu

Mentor the Future through
Speed Coaching:
A Professional Development
Session for Aspiring
Local Government Leaders
Honor the Future
at the IAMMA/Metro
Holiday Luncheon



Brought to you by:
ILCMA Professional
Development Committee

BRING YOUR ASPIRING LEADERS

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

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

When: Wednesday, December 15, 2023
10:30 am to 11:30 am

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

Where: NIU Naperville
1120 East Diehl Road
Naperville, IL

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

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

RSVP: By Monday, Dec. 11th by going to:

[REGISTER HERE!](#)

Registration 10:15 am

Speed Coaching 10:30 to 11:30 am

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

Bring Business Cards!

IAMMA/Metro Holiday Luncheon 11:30 am

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



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

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

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

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

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

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

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

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

Tips adapted from Cal-ICMA Coaching Program

Spotlight on: Arndt

What does your Organization Value?

By Jim Arndt, Arndt Municipal Support, Inc.

The values of an organization define the culture within it. Values guide our performance and our decision-making. The question is, does your city/village/county have formally adopted organizational values or guiding principles? If so, fantastic! If not, chances are highly likely that your organization has informal values already guiding the day-to-day operations of your team. The scary truth is, if you do not set the values for the organization, your team has already set their own and those values may not align with those of the leadership team and the elected body. Don't assume your team values what you do as the leader. We all know what can happen when we assume.

During a typical strategic planning process, cities/villages/counties often spend their time focusing on developing a vision and a mission. I would challenge you not to stop there. This is an optimum opportunity to invest your time and skillsets to formally establish organizational values that will guide your team members as they work to accomplish the mission and achieve the vision.

Just like a vision and a mission, your organizational values will be unique to your organization. They will help you establish an aligned culture within your organization. Your values are the "how" when it comes to accomplishing the "what" the mission and achieving the "where" the vision.

When you complete the exercise to set your organizational values, be sure that you do not develop them in a vacuum. These are the values that will guide your organizational decision-making and how your team will carry out their day-to-day operations. Be sure to have a healthy open discussion about what values are important to the organization. It is very productive to get input from your leadership team members and the elected body. How the organization carries out its mission matters. It is crucial to ensure the organizational leaders are aligned in the how.

Once you have identified your organizational values, you need to successfully assimilate your newly adopted formal values into the organization. You may have to overcome some engrained informal values that have been followed by your team for years. This will require intentional effort and consistent reinforcement by the entire leadership team. The team will need to do more than create them and put them into a report. As organizational leaders, you need to live them and openly support them to breathe life into them amongst your team.



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Strategies to effectively implement newly adopted organizational values or guiding principles include the following:

- Conduct an all-employee meeting and share the values with your team members in writing and verbally explain them.
- Provide a give-a-way (t-shirt) to your team members that promotes these values.
- Promote your organizational values on your village/city/county printed materials such as your letterhead and business cards.
- Prominently display these values on your organization's website.
- Include these values in your annual budget document.
- Incorporate these values in your board meeting agenda materials.
- Consider and discuss these values in your employee coaching sessions, employee performance reviews, promotional considerations, and corrective actions.
- Display your values in prominent locations within your village/city/county facilities.
- Openly recognize/reward your team members for conducting their business based on the organizational values.

We all take time to focus on the Vision and the Mission. Let's be sure that we spend the same time focusing on our organizational values. The "how" is where the proverbial rubber meets the road, and these values will enable your team members to make sound decisions that align with the values of the leadership team and the elected officials. Every organization operates by values. Be sure these values are what you want them to be.

Spotlight on: CB Burke

Preparing for Renewable Energy Projects

As perhaps most clearly evidenced by the proliferation of electric vehicles on Illinois roads, renewable energy is having a major moment. The Biden administration announced a \$15 billion investment in EV charging stations across the country, while Illinois, Indiana, Michigan, Minnesota and Wisconsin have agreed to ramp up production of electric vehicles in the Midwest.

It's not just EV charging that's signaling a shift. Wind and solar farms are being "planted" across Illinois with increased frequency.

But what does it actually take to make these investments? What work needs to be done ahead of time? And what should local governments and private companies consider as they expand their renewable energy initiatives?

Environmental Considerations for Solar and Wind Farms

One of the initial steps is a Level 1 review of the proposed site for the renewable energy project, including wetland reviews, evaluation for the existence of threatened or endangered species, floodplain and floodway evaluations and base level archaeological reviews. If the first review identifies issues, a Level 2 review is performed, which includes identification of wetland and water types, vegetation and soils review, along with other site characteristic data such as topography, forests and other natural resource concerns. Of course, what is under the ground has as much impact as what's above the ground, so considerations need to be made for erosion and sediment control.

Hydrologic information is also considered during this phase, including flood predictions and historic records of water flow, to determine the long-term feasibility of a project in the area. If necessary, a drainage study may be conducted, and a stormwater management plan can be developed.

EV Charging Considerations

Though they have a smaller profile than solar and wind fields, electric vehicle charging stations still require significant consideration. In addition to placing them in a convenient, safe location for users, charging stations need to be free of hazards and ensure that equipment will not impede pedestrian or vehicle traffic.

But perhaps the most significant consideration is the amount of power required for each station. The project owner needs to determine how many stations to install and how much power to supply and if the existing power source can handle the increased usage from charging electric



vehicles. Additional power stations may need to be installed to ensure that electric service remains uninterrupted for nearby users.

Local and State Permitting

Illinois and its municipalities have strict permitting guidelines when it comes to significant infrastructure projects, particularly those with a potential environmental impact. Because of the amount and scope of the permits, it's important to be well-prepared and knowledgeable of the potential permits required.

Potentially required permits include:

- Access permits, which may be issued by the municipality, county or state and allow access to areas required to complete the project
- Wetland permits, which may be issued by the Army Corps of Engineers or local governments in compliance with federal and state regulations
- Stormwater permits, which are often issued by the county or municipality
- Local zoning approvals

Public Involvement

Meetings with community groups, public and elected officials, residents, businesses and other stakeholders will help identify issues, increase the flow of communication and (hopefully) lead to a smoother project.

For example, the public and stakeholders may be interested in knowing exactly where a wind farm is going to be placed and how it might impact their day-to-day lives. Is it going to be noisy? Are wind turbines safe for the local environment? How will it affect their view?

Business owners may be concerned about how EV charging stations will impact parking spaces in front of their business or the safety of solar panels on their company's roof.

Proactively outreaching to stakeholders can help get in front of these issues and reduce opposition during the life of a project.

Spotlight on: Comcast

Local Governments Working to Build Cybersecurity-First Cultures

2023 Comcast Business Cybersecurity Threat Report provides findings based on data from 23.5 billion Cyber Attacks

Given the growing use of online services, digital tools and technology-driven processes, Cybersecurity has become a top priority for municipal and county governments. Citizens expect local government leadership to create a robust cybersecurity environment that not only protects their personal data and information, but also ensures the uninterrupted provision of services and helps keep them safe in case of an emergency. No IT environment is risk-free, but IT leaders can work to more fully understand and reduce risk and create security-first cultures within county and municipal governments.

“Given the growing numbers, types and veracity of threats, Comcast Business has been working to detect, understand and report on the changing nature of cyberthreats,” said Jeff Cobb, Regional Vice President of Comcast Business. “We recognize the central role cybersecurity plays in local government IT environments, and our hope is that city and county managers across Illinois will take advantage of free sources of information on IT and cybersecurity Comcast Business provides.”

To these ends, Comcast Business has created a free online community focused solely on connectivity and technology issues, ranging from network management to cybersecurity. The site is located at: <https://business.comcast.com/community>. Recent articles and reports focused specifically on cybersecurity include:

- The Atlas, a free online community for local government leaders, hosted a roundtable discussion with nine local government IT leaders to discuss their top cybersecurity priorities and how the lessons they learned in 2022 shaped their 2023 strategies. Click here for a report on the discussion, which covers major threats, as well as recommendations for building a security-first culture; and



- Click here for findings from the 2023 Comcast Business Cybersecurity Threat Report, which is based on an analysis of 23.5 billion cybersecurity attacks Comcast Business detected across its universe of security customers in 2022. The report includes information on the number and nature of cyberattacks, including Phishing, Abusing Credentials, Remote Desktop Protocol Access (RDP), Backdoor Malware, Distributed Denial of Service (DDoS) and Apache Log4j Exploits, as well as different kinds of vulnerabilities.

“Our goal in developing the report was to use insights from billions of data points to help technology and cybersecurity leaders get a deeper understanding of cybersecurity trends and the steps they can take to help protect against an evolving set of threats,” said Cobb.

Spotlight on: Gallagher

Commuter Benefit Requirement: Chicago Metro Area

Effective Date: January 1, 2024

Name of Law: Transportation Benefits Program Act

The state of Illinois passed the Transportation Benefits Program Act (TBPA) that requires covered employers to provide pre-tax commuter benefits to covered employees. Employers subject to the law must give covered employees the ability to purchase transit passes (such as bus and train passes) through pre-tax payroll deductions for commuting to and from work. The pre-tax commuter benefit allows transit costs to be excluded from the employee's taxable wages and compensation up to the maximum amount permitted by the federal tax law (26 U.S.C. 132(f)). A covered employer may comply with this Act by participating in a program offered by the Chicago Transit Authority or the Regional Transportation Authority.

Covered Employers

The TBPA defines a "covered employer" as an employer that employs 50 or more covered employees in a specified geographical area at an address that is located within one mile of fixed-route transit service location. The Regional Transportation Authority will make a publicly available searchable map of addresses that are located within one mile of a transit service location.

The geographic area includes all of Cook County and numerous townships in surrounding counties, all of which are listed in the link below.

Illinois General Assembly - Full Text of Public Act 103-0291 (ilga.gov)

Covered Employees

Covered employees must be offered this new benefit. The TBPA defines a "covered employee" as a person who performs at least 35 hours of work per week for compensation on a full-time basis. The benefit must become available no later than the first regular pay period after 120 days of employment. However, employers have the option to provide the benefit earlier at an earlier date.

Transportation Options

The pre-tax commuter benefit must allow employees to use pre-tax dollars to purchase a transit pass on public transit. A transit pass means any pass, token, fare card, voucher, or similar item entitling a person to transportation on public transit.

Maximum Amount

Transit costs may be excluded from the employee's taxable compensation up to the federal law maximum amount. The maximum pre-tax transit amount is published by the Internal

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Revenue Service (IRS) each year. In 2023, the maximum amount is \$300 per month. This number adjusts for inflation each year. The 2024 limit is expected to be published later this year.

Comparison to Federal Qualified Transportation Benefits

The federal law is voluntary; the TBPA is mandatory. The federal law permits employers of any size to adopt a pre-tax transit program, and there is no eligibility requirement for employees to participate. The TBPA is limited to employers with at least 50 employees and only employees who work 35 hours per week or more are required to be offered the opportunity to participate. In addition, the TBPA does not mandate that employers offer a pre-tax benefit for parking and vanpooling expenses incurred by employees.

If you have further questions about this topic, please feel free to reach out to: Casey Kemerling (casey_kemerling@ajg.com)

Spotlight on: IML Risk Management

Fire Safety Measures for Fall and Winter

By Rachel Shore, RMA Member Services, IML Risk Management Association

From maintaining roads and sidewalks to providing emergency services, municipalities are responsible for various aspects that contribute to public safety. One area that should not be overlooked is fire safety resulting from temporary heating elements, such as space heaters.

Space Heaters

Due to their compact size and easy transport, space heaters remain a popular option to provide additional warmth in certain areas of buildings and personal workspaces. However, these devices pose a significant risk if not used properly.

Space heaters should always be positioned on a level surface at least three feet away from anything that can easily catch fire, such as curtains or furniture. When used in workspaces, the area should be clear from paper, blankets, and fallen objects that could cover the device and cause overheating. Space heaters should never be left unattended and should be turned off when not in use.

Cords and filters should be regularly inspected for damage, frayed material and dust accumulation. Additionally, space heaters should never be plugged into extension cords or power strips. Instead, they should connect directly into the wall.

Smoke Detectors

Smoke detectors are an essential part of fire safety that provide early warning in the case of a fire. It is crucial to ensure smoke detectors are appropriately placed throughout a building and in proper working order all year round.

Smoke detectors should be placed on every level of a building and at least ten feet from cooking appliances. Smoke rises, so detectors should be positioned near the top of walls or directly to the ceiling, making sure to keep away from doors, windows, or vents where drafts may interfere with sensors or functioning. In terms of maintenance, detectors should be tested monthly and cleared from dust and debris as they can cause false alarms or prevent them from functioning properly. For devices that are not hardwired, the batteries should be changed once a year and devices should be fully replaced after the ten year mark.

Fire Extinguishers

As with smoke detectors, fire extinguishers are part of the first line defense in case of an emergency. They are designed to quickly put out small fires before they have a chance to spread and cause significant damage. However, for fire extinguishers to be effective, they must be properly maintained.

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The maintenance of fire extinguishers involves several key elements, including regular inspections, testing, and refilling or replacement.

Inspections: Regular visual inspections should be carried out monthly as they are essential for identifying any visible damage to the fire extinguisher, such as dents or leaks.

Testing: Fire extinguishers should undergo an annual inspection by a certified professional. During this inspection, the technician will check for any internal damage and test the functionality of the extinguisher and all its parts.

Refilling or Replacement: After several years, fire extinguishers may need to be refilled or replaced. The lifespan of a fire extinguisher can vary depending on its type, but most should be replaced every 5-12 years. It is crucial to keep track of the expiration dates of fire extinguishers and replace them when necessary.

Handling: Proper handling and storage is essential to ensuring fire extinguisher safety. All fire units should be easily accessible, visible, and mounted at a suitable height. Employees should be trained on how to operate the extinguisher, when to use it, and what types of fires it can be used for.

By following the outline safety measures for space heaters and maintaining proper working order on smoke detectors and fire extinguishers, municipalities can reduce the risk of common fire hazards in fall and winter.



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