

NORTHWEST MUNICIPAL CONFERENCE

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*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

MEMBERS

Antioch
Arlington Heights
Bannockburn
Barrington
Bartlett
Buffalo Grove
Deer Park
Deerfield
Des Plaines
Elk Grove Village
Evanston
Fox Lake
Glencoe
Glenview
Grayslake
Hanover Park
Highland Park
Hoffman Estates
Kenilworth
Lake Bluff
Lake Forest
Lake Zurich
Libertyville
Lincolnshire
Lincolnwood
Morton Grove
Mount Prospect
Niles
Northbrook
Northfield
Northfield Township
Palatine
Park Ridge
Prospect Heights
Rolling Meadows
Schaumburg
Skokie
Streamwood
Vernon Hills
West Dundee
Wheeling
Wilmette
Winnetka

President
Dan Shapiro
Deerfield

Vice-President
Tom Dailly
Schaumburg

Secretary
Rodney Craig
Hanover Park

Treasurer
Anne Marie Gaura
Lincolnwood

Executive Director
Mark L. Fowler

**NWMC Board
Meeting Minutes
Wednesday, January 11, 2023
7:00 p.m.**

NWMC Offices and Via Videoconference

I. Call to Order

President Shapiro called the meeting to order at 7:02 p.m.

II. Pledge of Allegiance

President Shapiro led the Pledge of Allegiance.

III. Roll Call

Ms. Durso called the roll.

Members Present:

Arlington Heights, Mayor Tom Hayes
Barrington, President Karen Darch
Buffalo Grove, President Beverly Sussman, Trustee Eric Smith
Deer Park, President Greg Rusteberg
Deerfield, Mayor Dan Shapiro
Elk Grove Village, Manager Matt Roan
Glencoe, Manager Phil Kiraly
Hoffman Estates, Manager Eric Palm
Lake Zurich, Manager Ray Keller
Libertyville, Mayor Donna Johnson
Lincolnwood, Manager Anne Marie Gaura
Morton Grove, Manager Ralph Czerwinski
Mount Prospect, Mayor Paul Hoefert
Niles, Trustee John Jekot
Northbrook, Manager Cara Pavlicek
Northfield, Trustee Matt Galin
Northfield Township, Supervisor Shiva Mohsenzadeh
Palatine, Manager Reid Ottesen
Park Ridge, Manager Joe Gilmore
Rolling Meadows, Manager Rob Sabo
Schaumburg, Mayor Tom Dailly
Skokie, Trustee Keith Robinson, Assistant Village Manager Nick Wyatt
Streamwood, Manager Sharon Caddigan
West Dundee, President Chris Nelson
Wheeling, Manager Jon Sfondilis
Wilmette, Manager Michael Braiman

Others in Attendance:

Larry Bury, NWMC Deputy Director
Eric Czarnota, NWMC Program Associate for Transportation
Ellen Dayan, NWMC Purchasing Director
Marina Durso, NWMC Executive Assistant

Mark Fowler, NWMC Executive Director
Kendra Johnson, NWMC Program Manager for Transportation

IV. Approval of Meeting Minutes – November 9, 2022

Motion to approve the minutes of the November 9, 2022 meeting was made by Mayor Dailly. The motion was seconded by President Darch and unanimously approved.

V. President’s Report – Dan Shapiro, NWMC President and Mayor, Village of Deerfield

A. January Board Meeting Presentation – NWMC Transportation Planning Services

Ms. Johnson and Mr. Czarnota presented an overview of the transportation planning services and resources provided by the organization, including a newly developed guidebook that details new and existing funding programs and a glossary of technical terms.

Ms. Johnson reviewed the work of the NWMC Transportation Committee and the Bicycle and Pedestrian Committee. She also reviewed representation of NWMC members on the region’s transit and planning boards of directors. She highlighted the membership, structure and functions of the Northwest and North Shore Councils of Mayors and other councils of mayors outside of Cook County to which NWMC members belong. She detailed the work of the Northwest Council and Mr. Czarnota described the makeup and methodology of the North Shore Council of Mayors in determining project selection and funding. He also reviewed the voting procedures of the councils, which are conducted at the NWMC Board meetings.

Mr. Czarnota reviewed the new NWMC Guide to Transportation Programs and Funding. He said the guidebook will be made available electronically and by request. He reviewed traditional federal funding sources distributed by the Chicago Metropolitan Agency for Planning and the Illinois Department of Transportation. He also discussed the programs and funding available through the Infrastructure Investments and Jobs Act, or IJJA. He described the processes and deadlines for managing federal, state and local projects between NWMC members and transportation planning staff. Finally, Mr. Czarnota provided an overview and status report on the NWMC Multimodal Transportation Plan, including interactive planning tools for communities to assess their progress in completing projects in the plan.

President Shapiro thanked staff for their terrific work on the presentation and creation of the guidebook. Mayor Dailly noted that everything is on the NWMC website and encouraged members to review the materials. Mr. Fowler thanked staff for their hard work and creativity in developing the guidebook for the membership. President Darch added her thanks to staff.

B. NWMC Action on Gun Violence

President Shapiro reported that Governor Pritzker signed House Bill 5471, the “Protect Illinois Communities Act.” He noted the Conference’s discussions on this issue and said that, given the governor’s signing of the bill, no further action was necessary. Mr. Fowler noted that Governor Pritzker signed the bill the previous evening and thanked the membership for their input and discussions on the issue. Mayor Dailly asked staff to forward a summary of the legislation to the membership.

C. Remaining FY2022-2023 NWMC Board Meeting Dates

President Shapiro review the schedule for the remaining NWMC Board meeting dates for FY22-23. Mr. Fowler noted that, due to NWMC Legislative Days in Springfield on March 7-9, the board meeting will be moved back a week to Wednesday, March 15. President Shapiro reviewed previous discussions to return to in person Board meetings and noted the members attending the meeting in person. He encouraged other members to consider attending in person at the future meetings.

VI. Priority Issues

A. Legislative Committee – Tom Dailly, President, Village of Schaumburg, Co-Chair and Beverly Sussman, President, Village of Buffalo Grove Co-Chair

1. Lame Duck Session Review/ Spring Session Preview

Mr. Bury provided an update on action taken during the recently completed lame duck session. In addition to the assault weapons ban, he highlighted approved legislation including changes to the paid leave act, supplemental budget appropriations and the Invest in Illinois Act. Mr. Bury said that the 103rd General Assembly was sworn in at noon and have already introduced over 1,100 bills. He reviewed the spring calendar and highlighted deadlines for moving legislation through the process.

2. Assault Weapons Ban Legislation

President Shapiro noted the previous discussion and action taken by the General Assembly.

3. 2023 NWMC Legislative Program

President Shapiro said that the Executive Board and Legislative Committee recommended approval of the 2023 NWMC Legislative Program with an adjustment. Mr. Bury reviewed actions taken by the General Assembly to address items in the improve community safety section and recommended that the section be withdrawn from the program.

Motion to approve the program with the recommended change was made by President Sussman. The motion was seconded by Mayor Dailly and unanimously approved.

4. 2023 NWMC Legislative Program Rollout

Mr. Fowler reviewed the recommended dates to conduct Zoom meetings with NWMC area legislators to introduce the 2023 NWMC Legislative Program. He said that staff will secure the attendance of legislators and then inform members as to which dates their legislators will participate. Motion to approve the recommendation was made by Mayor Dailly. The motion was seconded by Mayor Johnson and unanimously approved.

5. 2023 NWMC Legislative Days in Springfield

Mr. Fowler reported the Executive Board and Legislative Committee recommended that the NWMC Legislative Days in Springfield be held Tuesday, March 7 through Thursday, March 9. He said the NWMC typically hosts its Legislative Days in Springfield during the week of the deadline to advance bills out of committee in their originating chamber, which is Friday, March 10. Motion to approve the recommendation was made by Mayor Hoefert. The motion was seconded by Mayor Johnson and unanimously approved.

6. Anderson Legislative Consulting Contract

President Shapiro reported that the Executive Board and Legislative Committee recommended approval of the attached contract with Anderson Legislative Consulting for legislative consulting services. Mr. Bury noted that the proposed contract contains no increase in compensation or other changes. Motion to approve the recommendation was made by President Sussman. The motion was seconded by President Darch and unanimously approved.

B. Finance Committee – Anne Marie Gaura, Manager, Village of Lincolnwood, Chair

1. NWMC Financial and Investment Policies

President Shapiro reported that the Executive Board and Finance Committee recommend approval of amendments to the Financial Policy to align with the Capital Asset Policy adopted in April 2022. Ms. Gaura briefly reviewed the amendment. Motion to approve the recommendation was made by Mayor Johnson. The motion was seconded by Mayor Dailly and unanimously approved.

2. NWMC Financial Procedures and Controls Amendment

Ms. Gaura reviewed proposed amendments to the Financial Procedures and Controls document and said that the Executive Board and Finance Committee recommended approval. Motion to approve the recommendation was made by Mayor Hoefert. The motion was seconded by President Sussman and unanimously approved.

3. Financial Consulting Services Contract Extension

Mr. Bury said the Executive Board and Finance Committee recommended approval of an extension of the agreement with Lauterbach & Amen for financial consulting services for one year with a 3% fee increase to \$2,145 per month. Motion to approve the recommendation was made by Mayor Johnson. The motion was seconded by President Darch and unanimously approved.

VII. Consent Agenda

Motion to approve the Consent Agenda was made by Mayor Hoefert. The motion was seconded by Mayor Dailly and unanimously approved.

VIII. Other Business

There was no report.

IX. For the Good of the Order

There was no report.

X. Next Meeting

President Shapiro reported that the next NWMC Board meeting will be held on Wednesday, February 8, 7:00 p.m. at the NWMC Offices and via videoconference. He requested that more members attend in person.

XI. Executive Session

Mayor Hoefert moved to go into Executive Session pursuant to 5 ILCS 120/2 to determine the employment and compensation of specific employees. President Sussman seconded the motion, which was unanimously approved. The Board convened Executive Session at 7:53 p.m.

The Board reconvened regular session at 8:02 p.m. Motion to approve the recommended staff compensation adjustment was made by President Sussman. The motion was seconded by Mayor Johnson and unanimously approved via roll call vote.

XII. Adjournment

Motion to adjourn the meeting was made by Trustee Robinson. The motion was seconded by Mayor Dailly and unanimously approved. The meeting adjourned at 8:04 p.m.