

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*
Nancy Rotering
Highland Park

- Vice-President*
Dan Shapiro
Deerfield

- Secretary*
Tom Dailly
Schaumburg

- Treasurer*
Anne Marie Gaura
Lincolnwood

- Executive Director*
Mark L. Fowler

NWMC Board

Agenda

Wednesday, April 13, 2022

7:00 p.m.

Via Videoconference

I. Call to Order

President Rotering called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

President Rotering led the Pledge of Allegiance.

III. Roll Call

Ms. Durso called the roll.

Members Present:

Arlington Heights, Mayor Tom Hayes
 Bannockburn, Manager Stephanie Hannon
 Barrington, President Karen Darch
 Buffalo Grove, President Beverly Sussman
 Deer Park, President Greg Rusteberg
 Elk Grove Village, Manager Matt Roan
 Glencoe, Manager Phil Kiraly
 Hanover Park, Trustee Herb Porter
 Highland Park, Mayor Nancy Rotering
 Hoffman Estates, Mayor Bill McLeod
 Libertyville, Mayor Donna Johnson
 Lincolnwood, Trustee Jean Ikezoe-Halevi
 Morton Grove, Manager Ralph Czerwinski
 Mount Prospect, Mayor Paul Hoefert
 Niles, Trustee John Jekot
 Northbrook, Manager Cara Pavlicek
 Northfield, Trustee Matt Galin
 Palatine, Manager Reid Ottesen
 Prospect Heights, Administrator Joe Wade
 Rolling Meadows, Manager Rob Sabo
 Schaumburg, Mayor Tom Dailly
 Streamwood, Manager Sharon Caddigan
 Wheeling, Manager Jon Sfondilis

Others in Attendance:

Pat Eaves, Nicor
 Steve Brown, NWMC Communications Consultant
 Larry Bury, NWMC Deputy Director
 Eric Czarnota, NWMC Program Associate for Transportation
 Marina Durso, NWMC Program Associate for Administrative Services
 Mark Fowler, NWMC Executive Director
 Kendra Johnson, NWMC Program Manager for Transportation

IV. Approval of Meeting Minutes – March 9, 2022

Motion to approve the minutes of the March 9 meeting was made by Mayor McLeod. The motion was seconded by Mayor Dailly and unanimously approved.

V. President’s Report – Nancy Rotering, NWMC President and Mayor, City of Highland Park

A. FY2022-2023 NWMC Officer Nominations

President Rotering announced that the NWMC Nominating Committee met on March 21 and recommended the following individuals to serve as NWMC officers for FY2022-2023:

President: Dan Shapiro
Mayor, Village of Deerfield

Vice-President: Tom Dailly
President, Village of Schaumburg

Secretary: Rodney Craig
Mayor, Village of Hanover Park

Treasurer: Anne Marie Gaura
Manager, Village of Lincolnwood

She asked if there were additional nominations from the floor. There being none, President Rotering closed the nominations and said the election of officers will occur at the May 11 Board meeting.

B. NWMC Service Resolution

President Rotering reported that the Executive Board recommended approval of a service resolution honoring Elk Grove Village Manager Ray Rummel, who retired on March 31. Motion to approve the recommendation was made by President Darch. The motion was seconded by Mayor Dailly and unanimously approved.

C. NWMC Annual Gala

President Rotering reminded board members to RSVP for the NWMC Annual Gala, scheduled for Wednesday, May 18, at Ravinia Festival in Highland Park. Mr. Fowler said that fifty members and guests had responded to date and he also reviewed sponsorships received. He noted Friday’s deadline for members to submit photographs for the video presentation that will be created by the City of Highland Park.

VI. Priority Issues

A. Legislative Committee – Tom Dailly, President, Village of Schaumburg, Co-Chair and Dan Shapiro, Mayor, Village of Deerfield Co-Chair

Legislative Update

Mr. Bury reported that the General Assembly concluded the spring session by passing the budget in the early morning hours of Saturday, April 9. He reviewed the three bills that comprise the budget and listed fiscal impacts on local government. Regarding restoration of the Local Government Distributive Fund, Mr. Bury noted that the budget included a modest increase, from 6.06% to 6.16%, which would return approximately \$2.0 million to NWMC municipalities in the coming year. He said staff will assemble a detailed analysis of the budget impacts on NWMC members and will forward when complete.

Mr. Bury reviewed additional legislation of interest to local governments, including public safety bills dealing with body cameras and recruitment and retention of state and local police officers. Finally, he noted that an omnibus tax increment financing bill was approved that extended the completion dates for a number of districts but did not include issues that the Conference was concerned with earlier in the session.

Mr. Fowler highlighted the efforts of the Conference and its partner councils of government, Metropolitan Mayors Caucus, Illinois State Association of Counties and IML in advocating for an increase in the Local Government Distributive Fund. He said that the group would be issuing a letter to legislators and working to secure additional LGDF increases in future legislative sessions.

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

1. NWMC Employee Assistance Program Award

President Rotering reported that the Executive Board and Finance Committee recommended approval to award the NWMC Employee Assistance Program (EAP) to Lifeworks (formerly Morneau Shepell). She said there was no change in pricing from the previous contract.

Motion to approve the recommendation was made by Mayor Hayes. The motion was seconded by Mayor McLeod and unanimously approved.

2. NWMC Capital Asset Policy

President Rotering reported that the Executive Board and Finance Committee recommended approval of the Capital Asset Policy. Motion to approve the recommendation was made by Mayor Dailly. The motion was seconded by Mayor McLeod and unanimously approved.

3. Proposed FY 2022-2023 NWMC Budget

President Rotering reported that the Executive Board and Finance Committee recommended approval of the proposed FY2022-2023 NWMC Budget. Mr. Bury provided an overview of the budget and noted that the Conference is well positioned to address short, intermediate and long-term challenges. He reviewed revenue and expense adjustments due in large part due to ongoing impacts from the pandemic and noted that the budget does not raise membership dues for the ninth consecutive year.

Mr. Bury referred members to the budget transmittal letter and said that the Finance Committee recommended two initiatives to proactively address the organization's upcoming fiscal challenges. The first is to create an Ad-Hoc Facility Committee to determine future office needs of the Conference and the second is to develop long-term financial projections to determine potential adjustments to revenues (including membership dues) and expenses to ensure the organization's viability.

Mayor Dailly asked for clarification on the rental agreement with Oakton College. Mr. Bury reviewed the agreement and said that the Conference will begin paying rent in 2025 based on a percentage of the college's operational costs per square foot. Mayor McLeod recommended initiating discussions regarding future space needs of the college.

Motion to approve the FY2022-2023 NWMC Budget was made by President Sussman. The motion was seconded by Mayor Hoefert and unanimously approved.

PUBLIC COMMENT ON AGENDA ITEM VII – President Rotering asked for public comment on the following item. There was no public comment.

VII. Northwest Council of Mayors Technical Committee – Karen Darch, President, Village of Barrington, Chair

Northwest Council of Mayors Technical Committee Appointment

Ms. Johnson reported that, due to the recent retirement of Elk Grove Village Manager Ray Rummel, the Northwest Council of Mayors Technical Committee reviewed nominations and recommended that the Northwest Council of Mayors appoint Wheeling Village Manager Jon Sfondilis to fill the vacancy.

Motion to approve the recommendation was made by President Darch. The motion was seconded by Mayor Hayes and unanimously approved via roll call vote of the Northwest Council members.

VIII. Consent Agenda

Motion to approve the Consent Agenda was made by Mayor McLeod. The motion was seconded by President Darch and unanimously approved.

IX. Other Business

No report.

X. For the Good of the Order

Mr. Fowler noted that, with approval of the budget and proposed FY22-23 work plan which will call for a review of the organization's future communications needs, the contract with NWMC Communications Consultant Steve Brown will not be renewed. On behalf of the membership and staff, Mr. Fowler thanked Mr. Brown for twenty-three years of service to the organization. President Rotering added her thanks and appreciation for all of his efforts. Mr. Brown thanked the Conference and wished the membership well.

XI. Next Meeting

President Rotering announced that the next NWMC Board meeting will be held on Wednesday, May 11, at 7:00 p.m. via videoconference.

XII. Adjournment

Motion to adjourn the meeting was made by Mayor Hoefert. The motion was seconded by Mayor Johnson and unanimously approved. The meeting adjourned at 7:35 p.m.