

NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700
Des Plaines, Illinois 60016
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www.nwmc-cog.org



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

NWMC Board

Agenda

**Wednesday, March 15, 2023
7:00 p.m.**

**NWMC Offices, 1600 East Golf Road, Suite 0700, Des Plaines
(map/parking permit enclosed)**

or

Via Videoconference: <https://us02web.zoom.us/j/82185672616>

Dial: (312) 626-6799

Meeting ID: 821 8567 2616

Passcode: 758193

- 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

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of Meeting Minutes – February 8, 2023 (Attachment A)**
- V. President’s Report – Dan Shapiro, NWMC President and Mayor, Village of Deerfield**
 - A. FY2023-2024 NWMC Officer Nominations (Attachment B)**
On February 24, staff emailed the FY2023-2024 NWMC Officer Nomination Form to the Conference’s chief elected officials. Nominations are due back to Mark Fowler, mfowler@nwmc-cog.org by Friday, March 17. The NWMC Nomination Committee will present a recommended slate of candidates at the April 12 NWMC Board meeting at which time nominations from the floor may also be accepted. The Board will formally vote on the slate of officers at the May 10 meeting.
Action Requested: Please return nomination forms
 - B. FY 2022-2023 NWMC Work Plan – Q3 Update (Attachment C)**
Staff will present the third quarter update to the FY 2022-2023 NWMC Work Plan.
Action Requested: Informational
 - C. NWMC Annual Gala**
Save-the-Date postcards and sponsorship information has been sent for the Northwest Municipal Conference Annual Gala, scheduled for Wednesday, June 14, at the Hyatt Regency Deerfield. The evening will serve to celebrate the NWMC’s 65th anniversary and the inauguration of the organization’s FY2023-2024 officers.
Action Requested: Mark your calendars
- 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. Legislative Update**
The deadline to advance bills out of committee in both chambers was March 10. Staff will provide an update on the pending legislation and the effort to secure a restoration of the LGDF in the state budget.
Action Requested: Discussion

2. 2023 NWMC Legislative Days in Springfield

For the first time since 2019, the Conference hosted Legislative Days in Springfield on Tuesday, March 7 – Thursday, March 9. Staff will provide a report.

Action Requested: Informational

3. NWMC Legislative Positions (Attachment D)

The Executive Board and Legislative Committee recommend approval of the attached positions on pending legislation.

Action Requested: Approve Recommendation

4. Metropolitan Mayors Caucus (MMC) Legislative Priorities (Attachment E)

The Executive Board and Legislative Committee recommend approval the 2023 legislative priorities of the MMC.

Action Requested: Approve Recommendation

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

1. NWMC Surplus Vehicle & Equipment Auction Agreement

The Executive Board and Finance Committee recommend offering the third of four possible, one-year contract extensions for Auctioneer Services to America’s Auto Auction. The current agreement expired on February 14. The extension would run from February 15, 2023 through February 14, 2024, with no change in contract terms. The proposed auction dates for 2023 are April 18, July 18 and October 17.

Action Requested: Approve Recommendation

2. NWMC Employee Assistance Program Contract Extension

The Executive Board and Finance Committee recommend approval of the first of four possible, one year contract extensions for the NWMC Employee Assistance Program (EAP). The contract extension would run from May 1, 2023 to April 30, 2024. Program vendor LifeWorks (soon to be TELUS Health) has requested an 8% inflationary rate increase as part of the contract extension. LifeWorks has provided the same rate since 2018, while making significant operational and service improvements. Currently, twelve entities participate in the NWMC EAP Program.

Action Requested: Approve Recommendation

3. NWMC Records Retention Guide (Attachment F)

The Executive Board and Finance Committee recommend amending the NWMC Records Retention Guide to reduce the retention period for the highlighted items from permanent to 7 years.

Action Requested: Approve Recommendation

C. Transportation Committee – Rodney Craig, President, Village of Hanover Park, Co-Chair and Donna Johnson, Mayor, Village of Libertyville, Co-Chair

CMAP Greenhouse Gas Inventory

At the February 23 meeting, the Transportation Committee received a presentation from Chicago Metropolitan Agency for Planning (CMAP) Senior Planner Jared Patton on the agency’s work to support and assist communities in climate action planning efforts. CMAP recently updated its [Greenhouse Gas Inventory](#), which provides county and municipal level analysis on emissions so that communities can make informed decisions in planning for resiliency and reducing carbon footprints. To receive a briefing on the data at a board/council meeting or at a staff level, please contact jpatton@cmapp.illinois.gov.

Action Requested: Informational

VII. Consent Agenda (Attachment G)

Items on the Consent Agenda are considered routine by the Board and will be enacted in one motion. There is no separate discussion of these items unless a Board member requests, in which event the item(s) will be removed from the General Order of Business and considered during the Other Business portion of the agenda.

Action Requested: Approve Consent Agenda

VIII. Other Business

IX. For the Good of the Order

X. Next Meeting

The next NWMC Board meeting will be held on Wednesday, April 12 at 7:00 p.m. at the NWMC Offices and via videoconference

XI. Adjournment