

**NORTHWEST MUNICIPAL CONFERENCE**

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

**NWMC Board Minutes  
Wednesday, November 8, 2017  
7:00 p.m.  
Oakton Community College  
Room 1604  
1600 East Golf Road  
Des Plaines, IL**

- MEMBERS**
- Antioch
- Arlington Heights
- Bannockburn
- Barrington
- Bartlett
- Buffalo Grove
- Carpentersville
- Cary
- Crystal Lake
- 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
- Wheeling
- Wilmette
- Winnetka
- President*
- Harriet Rosenthal  
Deerfield
- Vice-President*
- Arlene Juracek  
Mount Prospect
- Secretary*
- Daniel DiMaria  
Morton Grove
- Treasurer*
- Ghida Neukirch  
Highland Park
- Executive Director*
- Mark L. Fowler

- I. Call to Order**  
President Rosenthal called the meeting to order at 7:00 p.m.
- II. Pledge of Allegiance**  
President Rosenthal lead the Pledge of Allegiance.
- III. Roll Call**  
Karol Heneghan called the roll.

**Members Present:**

Arlington Heights, Mayor Tom Hayes  
 Bannockburn, President Frank “Bud” Rothing, Manager Maria Lasday  
 Barrington, President Karen Darch  
 Buffalo Grove, Manager Dane Bragg  
 Carpentersville, Manager Mark Rooney  
 Cary, Mayor Mark Kownick  
 Deer Park, President Dale Sands  
 Deerfield, Mayor Harriet Rosenthal  
 Elk Grove Village, Trustee James Petri, Manager Ray Rummel  
 Evanston, Assistant City Manager Marty Lyons  
 Fox Lake, Manager Anne Marrin  
 Glencoe, President Larry Levin  
 Glenview, Manager Matt Formica  
 Hanover Park, President Rod Craig  
 Highland Park, Manager Ghida Neukirch  
 Hoffman Estates, Manager James Norris  
 Lake Bluff, President Kathleen O’Hara  
 Libertyville, Manager Chris Clark  
 Lincolnwood, Mayor Barry Bass, Manager Tim Wiberg  
 Morton Grove, Manager Ralph Czerwinski  
 Mount Prospect, Mayor Arlene Juracek, Manager Michael Cassady  
 Niles, Trustee John Jekot, Manager Steve Vinezeano  
 Palatine, Manager Reid Ottesen  
 Park Ridge, Alderman Roger Shubert  
 Prospect Heights, Administrator Joe Wade  
 Rolling Meadows, Manager Barry Krumstok  
 Schaumburg, Engineering Division Manager Kristin Mehl  
 Skokie, Manager John Lockerby  
 Streamwood, Manager Sharon Caddigan  
 Vernon Hills, Manager John Kalmar  
 Wheeling, Manager Jon Sfondilis  
 Wilmette, Manager Tim Frenzer

Members Absent:

Antioch	Bartlett
Crystal Lake	Des Plaines
Grayslake	Kenilworth
Lake Forest	Lake Zurich
Lincolnshire	Northbrook
Northfield	Northfield Township
Winnetka	

Others in Attendance:

Norm Carlson, Metra Board Chair  
Rick Mack, Metra Community Affairs Director  
Katie Renteria, Metra Community Affairs Liaison  
James Boratyn, Niles Resident  
Andrew Plummer, RTA Municipal/Regional Consultant  
Larry Bury, NWMC Deputy Director  
Ellen Dayan, NWMC Purchasing Director  
Marina Durso, NWMC Program Associate for Administrative Services  
Mark Fowler, NWMC Executive Director  
Karol Heneghan, NWMC Administrative Assistant/Office Manager  
Brian Pigeon, NWMC Program Associate for Transportation & Policy  
Mike Walczak, NWMC Transportation Director

**IV. Approval of Meeting Minutes – October 11, 2017**

Motion to approve the minutes of October 11, 2017 was made by Mayor Levin. It was seconded by President Craig and unanimously approved.

**V. President's Report – Harriet Rosenthal, NWMC President and Mayor, Village of Deerfield**

**A. November Board Meeting Presentation – State of Metra and what it means to Northeast Illinois**

Metra Board Chair Norm Carlson provided members an overview of the operational and financial challenges facing Metra and how they affect our communities. He outlined steps taken to balance the agency's 2018 budget, including fare increases and service reductions. He also previewed Metra's draft strategic plan.

**B. NWMC Fall Surplus Vehicle and Equipment Auction Recap**

Ms. Dayan reported on the NWMC live surplus vehicle and equipment auction was held on Tuesday, October 24, at America's Auto Auction in Crestwood. She reviewed the financial results and thanked participating members.

**VI. Priority Issues**

**A. Legislative Committee – Matthew Bogusz, Mayor, City of Des Plaines, Co-Chair and Lawrence Levin, President, Village of Glencoe, Co-Chair**

**1. Legislative Update**

President Levin gave an update on the Property Tax Freeze vote from Springfield and Mr. Bury gave an update on the Small Wireless Facilities bill. He listed the improvements from the bill that passed the house and thanked Schaumburg Attorney Rita Elsner for playing a key role in negotiations.

**2. 2018 NWMC Legislative Program Development**

President Rosenthal stated that the Legislative Committee and Executive Committee recommended approval of the 2018 Legislative Program. Motion to approve the recommendation was made by President Levin. It was seconded by Mayor Juracek and unanimously approved.

**3. 2018 NWMC Legislative Brunch**

President Rosenthal advised that the Legislative Committee and Executive Committee recommended hosting the 2018 Legislative Brunch on Saturday, January 27. Motion to approve the recommendation was made by Mayor Craig. It was seconded by Ms. Lasday and unanimously approved.

**B. Transportation Committee – William McLeod, Mayor, Village of Hoffman Estates, Co-Chair and Rodney Craig, President, Village of Hanover Park, Co-Chair  
Federal Biodiesel Tax Incentive Letter of Support**

President Craig reported that the Executive Board and Transportation Committee recommended approval of a letter to Representative Peter Roskam supporting renewal of a biodiesel tax incentive. Motion to approve the recommendation was made by President Levin. It was seconded by James Norris and unanimously approved.

**C. Finance Committee – Ghida Neukirch, Manager, City of Highland Park, Chair**

**1. 2016-2017 Federal 990 Form Return of Organization Exempt from Income Tax**

Ms. Neukirch said that the Executive Board and Finance Committee recommended approval of the 990 Form - Return of Organization Exempt from Income Tax and the AG990-IL form. Motion to approve the recommendation was made by Mayor Hayes. It was seconded by Ms. Marrin and unanimously approved.

**2. NWMC Financial Procedures and Controls**

Ms. Neukirch reported that the Executive Board and Finance Committee recommended approval of a change to the NWMC Financial Procedures and Controls document regarding annual audit preparation to require a pre-audit meeting between the auditors and the Conference President and/or Treasurer. Motion to approve the recommendation was made by Mr. Norris. It was seconded by President Levin and unanimously approved.

**3. NWMC Financial and Investment Policies**

Ms. Neukirch noted that the Finance Committee, as part of their annual review of the NWMC Financial and Investment Policies, reviewed the documents and recommended approval with no changes. Motion to approve the recommendation was made by President Levin. It was seconded by Ms. Marrin and unanimously approved.

**4. Financial Consultant Replacement**

Ms. Neukirch reported that the Finance Committee completed a search to replace former NWMC Financial Consultant Laurie Hayes. She said that the Executive Board and Finance Committee recommended Lauterbach & Amen as the new financial consulting firm. Motion to approve the recommendation was made by President Levin. It was seconded by Mayor Hayes and unanimously approved.

**D. Northwest Council of Mayors - Al Larson, President, Village of Schaumburg, Co-Chair and Karen Darch, President, Village of Barrington, Co-Chair  
Northwest Council of Mayors Program Changes**

President Darch reviewed the recommendations from the Northwest Council of Mayors Technical Committee meeting on November 2 and corresponding changes to the council's 2018-2020 program. Motion to approve the Technical Committee's recommendation was made by Mayor Hayes. It was seconded by Mr. Bragg and approved.

**VII. Consent Agenda**

Motion to approve consent agenda was made by Mayor Kownick. It was seconded by Mr. Norris and unanimously approved.

**VIII. Other Business**

No report.

**IX. For the Good of the Order**

No report.

**X. Next Meeting**

President Rosenthal advised that the next NWMC Board meeting will be held on Wednesday, December 13, 7:00 p.m. at Oakton Community College, Room 1604, in Des Plaines.

**XI. Adjournment**

Motion to adjourn was made by Mayor Hayes. It was seconded by Mayor Craig and unanimously approved. The meeting adjourned at 8:00 p.m.