

NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700
Des Plaines, Illinois 60016
(847) 296-9200 • Fax (847) 296-9207
www.nwmc-cog.org



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

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- Joan Frazier
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- Treasurer*
- Ray Keller
Lake Zurich

Executive Director
Mark L. Fowler

**NWMC Board
Agenda
Wednesday, December 9, 2020
7:00 p.m.
Via Videoconference**

<https://us02web.zoom.us/j/89388958167?pwd=dXArWVVIUU3NrVVRpenRCQWNTckFSQ>
T09

**Dial: +1 312 626 6799 US (Chicago)
Meeting ID: 893 8895 8167
Passcode: 151356**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of Meeting Minutes – November 18, 2020 (Attachment A)**
- V. President’s Report – Kathleen O’Hara, NWMC President and President, Village of Lake Bluff**
 - A. New NWMC Website**
Staff will provide an overview of the new NWMC website (www.nwmc-cog.org), including the Legislative Action Center and new tools to support the NWMC Multimodal Plan.
Action Requested: Discussion
 - B. FY2020-2021 NWMC Work Plan – Q1 & Q2 Update (Attachment B)**
Staff will provide a status report on the FY2020-2021 NWMC Work Plan.
Action Requested: Informational
 - C. COVID-19/NWMC Here to Help Update**
Staff will provide an update on the status of Tier 3 COVID-19 restrictions, the Metropolitan Mayors Caucus Regional COVID Task Force, vaccine distribution plans, federal COVID-19 stimulus legislation and the relaunch of the NWMC Here to Help document.
Action Requested: Discussion
- VI. Priority Issues**
 - A. Legislative Committee – Joan Frazier, President, Village of Northfield, Co-Chair and Nancy Rotering, Mayor, City of Highland Park, Co-Chair**
 - 1. 2021 Legislative Program Development (Attachment C)**
The Executive Board and Legislative Committee recommend approval of the attached 2021 Legislative Program outline. Based on feedback from legislators, the 2021 Program will be limited to one-page each on state and federal issues, with the NWMC website hosting additional supporting materials for each issue.
Action Requested: Approve recommendation

2. Legislative Brunch Alternatives

Due to COVID restrictions, the Legislative Committee is recommending hosting virtual events with legislators to introduce the 2021 Legislative Program in place of the annual in-person Legislative Brunch.

Action Requested: Discussion

3. Anderson Legislative Consulting Contract (Attachment D)

The Executive Board and Legislative Committee recommend approval of the attached contract with Anderson Legislative Consulting for legislative consulting services. The proposed contract contains no increase in compensation for 2021 and a 5% increase in compensation for 2022. No other changes are proposed. The current contract with Anderson Legislative Consulting expires on December 31.

Action requested: Approve recommendation

B. Finance Committee – Ray Keller, NWMC Treasurer and Manager, Village of Lake Zurich, Chair

1. NWMC Finance and Investment Policies (Attachments E & F)

The Executive Board and Finance Committee recommend that the date of final NWMC Board approval be added to both policy documents. No other changes are recommended.

Action Requested: Approve recommendation

2. NWMC Financial Procedures and Controls Amendment (Attachment G)

The Executive Board and Finance Committee recommend amending the Financial Procedures and Controls document with the following changes: procedures for ACH transactions; noting where the Office Manager performs certain functions; recognizing that there is a signature stamp for the Treasurer; requiring at least one physical signature on all checks; recognizing the role of the Deputy Director and Treasurer in determining investment decisions; requiring receipts or other documentation on all non-routine employee expense forms; and, adding the date of final NWMC Board approval.

Action Requested: Approve recommendation

VII. Consent Agenda (Attachment H)

Items on the Consent Agenda are considered routine by the NWMC Board and will be enacted in one motion. There is no separate discussion of these items unless an NWMC 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, January 13, 7:00 p.m. via videoconference.

XI. Adjournment