 **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

 **Rahm Emanuel**

 Mayor, City of Chicago

Executive Board 1st Vice Chair

 **Robert J. Nunamaker**

 President, Village of Fox River Grove

 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

**AGENDA**

**Executive Board Meeting**

**Monday, November 14, 2016**

**9:30 a.m.**

**CMAP/Mayors Caucus Offices**

**Cook County Room**

**Willis Tower**

**233 S. Wacker Drive, Suite 800**

**Chicago, IL**

*(Please note the start time. Also, allow time to pick up a guest pass at the security desk in either the Wacker Drive*

*or Franklin Street lobbies of the Willis Tower and go through security screening.)*

1. **Call to Order and Welcome –** *Mayor Jim Holland, Village of Frankfort*

*Executive Board Chairman*

1. **Approval of Minutes: September 12, 2016 Meeting** *(Attachment 1)*

***Action Requested: Motion to approve minutes***

**III. Final FY 2017 Budget** *(Attachment 2)*

 ***Action Requested: Motion to approve final budget which now includes***

 ***Community Trust GO Grant and DCEO PSEE Grant Modification***

**IV. Policy Area: Legislative -** *Mayor Gerald R. Bennett, City of Palos Hills*

*Policy Area Leader*

 **A. Expectations for Fall Veto and Lame Duck Sessions**

***Action Requested: Discussion***

**B. Legislative Strategy Follow Up Meeting: December 8th, Palos Hills City Hall, 9:30 a.m.**

 ***Action Requested: Board Members are encouraged to attend***

**V. Policy Area: Transportation** *- Mayor Jeffery D. Schielke, City of Batavia*

 *Policy Area Leader*

**A. USDOT MPO Rulemaking Update**

***Action Requested: Q & A***

**B. Regional Truck Permitting Report**

 ***Action Requested: Information only***

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

**Southwest Conference of Mayors ∙ West Central Municipal Conference ∙ Will County Governmental League**

**233 South Wacker Drive, Suite 800, Chicago, Illinois 60606**

**Tel: 312.201.4505 Fax: 312.258.1851**

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 **AGENDA**

 **Metropolitan Mayors Caucus**

 **Executive Board Meeting**

 **November 14, 2016**

 **Page 2**

**VI. Policy Area: Environment** *- Mayor John A. Ostenburg, Village of Park Forest*

 *Policy Area Leader*

**A. Green Fleets: Municipal Fleet Assessment**

 ***Action Requested: Q & A***

**B. Next Environment Committee Meeting: November 29, Gas Technology Institute, 10:00 a.m.**

 ***Action Requested: Interested Mayors, COG Directors invited to attend***

 **VII. Policy Area: Housing and Community Development** *- Mayor Jeffrey T. Sherwin, City of Northlake*

 *Policy Area Leader*

**A. Cook County CDBG Grant re: Aging in Place Project in Northwest Suburbs**

**1. Grant Agreement** *(Separate PDF document)*

**2. Resolution Authorizing Execution of Grant Agreement** *(Attachment 3)*

**3. Certification of Resolution** *(Attachment 4)*

***Action Requested: Motion to approve Resolution and Certification***

**B. Regional Economic Development Committee Meeting: November 15, CMAP, 1:00 p.m.**

 ***Action Requested: Interested Board Members and COG Directors are encouraged to attend***

**VIII. Executive Director Performance Evaluation** *(Attachment 5)*

***Action Requested: Board Members are asked to complete and return attached evaluation form***

**IX. Mayors Caucus Annual Gala: Friday, January 27, 2017**

 **A. Location: Chicago History Museum**

 **B. Exhibit: Lincoln’s Undying Words**

 **C. Entertainment: iO Theater Improv Group**

 ***Action Requested: Save the Date, Encourage Fellow Municipal Officials to Attend***

**X. Election of FY 2016-2017 Executive Board Officers** *(Attachment 6)*

 ***Actions Requested: Motion to accept and elect recommended Slate of Officers***

**XI. Other Business**

 **XII. 2017 Executive Board Meeting Schedule** *(Attachment 7)*

**A. Next Meeting: Monday, January 9, 2017, Du Page Mayors and Managers Conference, 9:00 a.m.**

 **XIII. Adjournment**

 ***Attachment 1***

  **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

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 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

**MINUTES**

**Executive Board Meeting**

**September 12, 2016**

1. **Call to Order and Welcome**

Frankfort Mayor and Executive Board Chairman Jim Holland, representing the Will County Governmental

League, called the meeting to order at 9:04 a.m. at the offices of the DuPage Mayors and Managers

Conference, 1220 Oak Brook Road in Oak Brook, Illinois. Others in attendance included:

*Directors*

President Karen Y. Darch, Barrington – via teleconference (representing the Northwest Municipal Conference)

Mayor Gerald R. Bennett, Palos Hills (representing the Southwest Conference of Mayors)

Mayor Paul S. Braun, Flossmoor (representing the South Suburban Mayors and Managers Association)

Mayor Joseph Mancino, Hawthorn Woods (representing the Lake County Municipal League)

Mayor John A. Ostenburg, Park Forest (representing the South Suburban Mayors and Managers Association)

Mayor Jeffery D. Schielke, Batavia (representing the Metro West Council of Governments)

Mayor Jeffrey T. Sherwin, Northlake (representing the West Central Municipal Conference)

*Others*

Mark Fowler, Executive Director, Northwest Municipal Conference

Edward Paesel, Executive Director, South Suburban Mayors and Managers Association

Suzette Quintell, Deputy Executive Director, Du Page Mayors and Managers Conference

Mary Randle, Executive Director, Metro West Council of Governments

Victoria Smith, Executive Director, Southwest Conference of Mayors

Benjamin Brockschmidt, Vice President of Policy, Illinois Chamber of Commerce

Doug House, Construction Analyst, Indiana, Illinois Iowa Foundation for Fair Contracting

Michael Sturino, President, Illinois Road and Transportation Builders Association

David E. Bennett, Executive Director, Metropolitan Mayors Caucus

Allison Clements, Director of Housing Initiatives, Metropolitan Mayors Caucus

Edith Makra, Director of Environmental Initiatives, Metropolitan Mayors Caucus

1. **Approval of Minutes**

David Bennett noted a correction to the minutes for the July 11, 2016 meeting that had been sent via email.

In section VIII under the Regional Housing Market Segmentation Analysis Project Update the program was funded by a grant from The Chicago Community Trust, not the Attorney General’s Office. Mayor Jeffery Schielke moved to approve the minutes with the noted change and Mayor Jeffrey Sherwin seconded the

Motion and it passed unanimously.

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

**Southwest Conference of Mayors ∙ West Central Municipal Conference ∙ Will County Governmental League**

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 **MINUTES**

**Executive Board Meeting**

**September 12, 2016**

**Page 2**

**III. Presentation: Safe Roads Amendment**

Mayor Holland welcomed guests, Benjamin Brockschmidt, Michael Sturino and Doug House, to discuss

the Safe Roads Amendment. This amendment would require all state and local transportation-related

revenues to be dedicated solely to public highways, roads, streets, bridges, and mass transit. It will also

prevent future sweeps of these funds by The Governor and General Assembly.

Mr. Sturino noted that every editorial board they have met with so far has supported the amendment. There

were no votes against it in the Illinois Senate and only 4 votes against in in the Illinois House when it passed

the General Assembly this past spring. The next step is for the Secretary of State to send every voter a blue

book with language about the amendment which will arrive later this month. A website, saferoadsamendment.com, has also been created to provide more information. Under the State Constitution,

a 3/5ths majority is needed for the amendment to pass.

Mr. Brockschmidt then reviewed a PowerPoint presentation. He noted that Illinois has the third largest

inventory of public roads and bridges and the third largest transit system in the country, but the State’s

investment in roads and transit has been woefully inadequate. This threatens public safety and has resulted in

traffic congestion which has had a negative impact on jobs and economic development.

Mr. Brockschmidt also reviewed some financial data. He stated that every $1.3 billion in infrastructure investment provides a return of $2 billion in growth. The value of dollars collected has generally stayed the

same over time, however roadway and transit capital project costs have gone up. Federal funding has also

fallen short – the Highway Trust Fund has been flat, funding at a lower value with no increase in sight.

The Safe Roads Amendment won’t solve the lack of funding problem that exists, but it will ensure that no

future sweeps affect current state and local MFT formula funds. It will ensure that revenues collected from transportation sources are reinvested in transportation assets. It will allow for the funding of transit,

pedestrian, rail, road, bridge and other supporting transportation assets including safety. It will provide for expenditures of the operations that support transportation assets including safety. The amendment will not

enact any new taxes or fees. It does not change state or federal allocation of funds to different regions of the

state or units of government.

Mr. House then introduced himself and explained he has had experience working in municipal government

and is Past President of the Illinois Public Works Association. He noted that often local governments will

need to pull funding from other sources to accomplish their transportation projects. Communities often have to delay projects or will have to delay other purchases such as squad cars and park system enhancements in order

to fund these projects on their own. He noted that the Safe Roads Amendment has virtually no opposition and

that Mayors should help in supporting it.

Mayor Jeffrey Sherwin stated his concern that if the amendment passes then the state legislature will have

even more reason to go after the Local Government Distributive Fund. Mayor Bennett asked why there is a constitutional amendment if the state legislature is so supportive. Mr. Brockschmidt replied that of the twelve constitutional amendments proposed by the Legislature this year, the Safe Roads Amendment was the only one

to survive. He is not sure why. Some state elected officials say that it holds the Legislature accountable and prevents sweeps moving forward.

Mayor Joseph Mancino asked if it is good government to use constitutional amendments to tie future elected officials’ hands. He noted the position we are in now with the constitutional guarantee regarding pensions. He stated that funding roads is a good thing and is the right thing to do, but he does not think its good government

to use this method.

**MINUTES**

**Executive Board Meeting**

**September 12, 2016**

**Page 3**

**III. Presentation: Safe Roads Amendment (cont.)**

Mr. Sturino pointed out that polling shows that if the general public know their user fees are going to

support transportation investments, they will be willing to support increases in those fees. Proponents of

the amendment believe that without it, future public support for increased fees and taxes for transportation investments will be lost.

Chairman Holland asked if one of the guest speakers could read the exact language that will be on the

November ballot. Mr. Brockschmidt complied. Mayor Holland then asked if his community gets $1 million

in MFT funds, what will it receive under the amendment. Mr. Sturino said it would get $1 million, but quickly noted that this did not happen this past year. A town may have been entitled to $1 million in MFT distributions

in FY 2016, but because of the Governor’s sweeps, it in actuality did not receive that amount. There was a 25 percent cut across the board.

Hr. House pointed out that over 30 other states have this type of amendment in place. Without being able

to rely on these funds for “slush”, Springfield will not be able to make budget “indecision” as they have been in

the past.

Mayor Schielke said that in a study completed in Batavia, the results show that 25 percent of residents dislike government and will not support any new initiatives requiring additional funding. Another 25 percent love the community and will support any additional investment and possible tax increases. The remaining 50 percent

do not have an opinion. It’s those 50 percent that Batavia targets in order to get support for its initiatives. Mayor

Schielke asked what the proponents of the Safe Roads Amendment are doing to gain voter support. Mr. Sturino replied that they have set a goal to raise $3 million for education/advertising. They have raised $1.5 million of

that thus far.

Mr. Bennett asked the guest speakers m to explain how local government transportation funding got

included in the proposed amendment. Mr. Brockschmidt said he was the one who wrote them into the legislation. He said the proponents only had a week to finalize the language for the General Assembly’s consideration. The proponents believed it was logical to include local government funding in the lockbox proposal.

Mr. Bennett stated that many local communities use vehicle sticker funds to cover general operating expenses.

He asked if they could still do this under the amendment. Mr. Sturino replied that no, they could not. However, he quickly added that he believes that many of them have the ability to be creative and could move other

revenues to cover the costs of expenses previously paid for with vehicle sticker proceeds.

Chairman Holland asked what the speakers want from the Mayors Caucus at this point in time. Mr.

Brockschmidt asked for the Caucus’ support for the amendment. Mr. Bennett explained how the Caucus

requires unanimous consensus from its participating COGs and the City of Chicago before it can take positions

on issues. Chairman Holland said the Board will take the proponents’ request after they leave. He thanked

them for their presentation.

After the speakers left, Mayor Holland asked the Board to discuss whether the Caucus ought to recommend a position on the Safe Roads Amendment. Mayor Schielke noted that there are many financially strapped cities

and villages out there which will struggle if they do not receive their LGDF. He is concerned, as Mayor Sherwin noted earlier, that a transportation funding lockbox could create a situation where the Governor and General Assembly would target the LGDF for sweeps if they could no longer go after MFT funds. Mayor John

Ostenburg agreed, saying that, from his experience as a former State representative, we need to be concerned about unintended consequences from constitutional amendments.

**MINUTES**

**Executive Board Meeting**

**September 12, 2016**

**Page 4**

**III. Presentation: Safe Roads Amendment (cont.)**

Mayor Paul Braun asked if it was good policy to create a situation where the State budgets by constitutional amendment. Mayor Mancino also questioned if we want to govern in this manner.

Mayor Bennett stated that CMAP was doing an analysis of the proposed amendment. He would feel more comfortable waiting to see what the analysis said before taking a position. Mr. Dave Bennett indicated that

he has been involved in discussions on the analysis with CMAP staff. Given this and the comments made both during the presentation and afterwards, Mayor Holland suggested that the Board hold off on a position on

the Safe Roads Amendment at least for the time being. The rest of the Board concurred.

**IV. Next Mayors Caucus Quarterly Business Meeting**

Mr. Bennett announced that the next quarterly business meeting will be held on Friday, October 14th, at Studio

Xfinity, 901 W. Weed Street, in Chicago. The meeting will be hosted by Comcast. It will begin with lunch

at 12:00 noon and conclude at 3:00 pm Possible agenda items are 1) Joint Legislative Strategy, 2) Lead in Drinking Water and 3) Coping with Public Safety Radio Bandwidth Mandates.

Mayor Holland asked if anyone had other suggestions or feedback on the agenda items.Mayor Bennett noted

that he would like to possibly see the constitutional amendment on transportation funding included with the legislative strategy agenda item. Mayor Schielke said the list of agenda items for the meeting is appropriate and we should spend the most time on the legislative discussion.

**V. Proposed Preliminary FY 2017 Annual Budget**

Mr. Bennett presented the proposed preliminary FY 2017 annual budget. He noted that in recent years, the

Board delayed approval of our budget until the November meeting. This was done because our most

significant revenue source, the Public Sector Energy Efficiency (PSEE) Grant, had not been approved by the Illinois Department of Commerce and Economic Opportunity (DCEO) until a month or more after the fiscal

years began.

For FY 2017, the Caucus has received approval from DCEO for half of its PSEE Grant. It is waiting, however, for DCEO to approve a modification which will double the amount awarded. That likely will not happen until some time in October. In addition, the Caucus has been told by the Chicago Community Trust that it will

receive one of its new General Operating (GO) Grants, but the amount will not be known until an internal Trust committee considers it later this month and then the Trust Board approves the award in October.

Mr. Bennett summarized the proposed preliminary budget provided to the Board the previous week. He stated that if all goes as planned, he will seek approval of a final budget at the Board’s November meeting.

Mayor Schielke made a motion to approve the proposed FY2017 preliminary budget. Mayor Bennett seconded

and the motion passed unanimously.

**VI. Policy Area: Environment**

**A. Extended Producer Responsibility Policies - Pharmaceuticals & Electronic Disposal**

Mayor Ostenburg explained that Extended Producer Responsibility (EPR) policies bring manufacturers back

into the role of managing societal impacts from their products. The Environment Committee is addressing EPR initiatives on both electronic waste and unwanted pharmaceuticals. Electronic manufacturers, recyclers and

solid waste agencies are participating in the upcoming meeting to find solutions to the electronics waste disposal problems caused by market and state policy factors. Park Forest had an event with over 232 televisions and

over 8,000 pounds of recycling. The Committee is also supportive of a proposed Cook County pharmaceutical disposal ordinance using the EPR model. Committee members, Mayors Sam Pulia of Westchester and Vernon Alsberry of Hazel Crest testified at a County hearing on the topic. MWRD is also a proponent of this ordinance.

**MINUTES**

**Executive Board Meeting**

**September 12, 2016**

**Page 5**

**VI. Policy Area: Environment (cont.)**

**B. Greenest Region Compact 2**

 **1. Sustainability Network Conversations with COGs**

**2. Executive Board Member Adoption of GRC 2**

Dave Bennett discussed plans to gather feedback on the proposed Sustainability Network from COGs. Mayor Ostenburg reported that about half of the communities represented by the Executive Board have adopted the Greenest Region Compact 2. He asked all Executive Board members to endorse the GRC2 through municipal resolution and report adoption to Edith Makra, Director of Environmental Initiatives. It is important to the

funding agencies and program partners to show unity in the GRC2.

**C. Upcoming Environment Committee Meetings**

**1. September 15: Special Meeting with French Delegation, Hoffman Estates Village Hall**

 **Topic: Sustainability, Smart Cities, Sister Cities, 2:00 - 4:30 p.m.**

 **2. September 27: Kane County Government Center**

 **Topic: Electronic Recycling, 10:00 a.m.**

 **3. October 18: ComEd Training Facility**

**Topic: Energy Efficiency for Residents and Small Businesses, 10:00 a.m.**

Mayor Ostenburg invited participation in the above Environment Committee meetings.

**D. Public Sector Energy Efficiency Grant Program Re-Launched**

Edith Makra invited municipalities to apply for funds for energy efficiency upgrades in public buildings. The DCEO has relaunched the program after a year of inactivity. The Caucus will make grant awards until funds are exhausted.

 **E. ComEd Powering Safe Communities 2016 Grant Recipients**

Edith Makra reported on the success of the Powering Safe Communities grant program. The Caucus awarded $170,000 in funding, provided by ComEd, to support vital public safety initiatives in 24 communities.

 **VII. Policy Area: Housing and Economic Development**

**A. Diversity Issues Task Force Meeting: September 13**

Mayor Sherwin noted that there is a Diversity Task Force meeting on September 13th at 9:00am at the CMAP/MMC offices. The Task Force will hear a presentation from the Metropolitan Planning Council on their Cost of Segregation study, as well as information from the Latino Policy Forum on the Supreme Court’s indecision on President Obama’s Executive Actions on immigration. Board Members are encouraged to attend.

**B. Housing & Community Development Committee Meeting**

Mayor Sherwin noted that the next Housing and Community Development meeting is on September 20th at 9:30am at the CMAP/MMC offices. The new Executive Director of the Illinois Housing Development Authority (IHDA), Audra Hamernik, will attend the meeting and talk about IHDA’s programs and the resources they have available. The Committee will also have a strategic planning discussion.

**C. Anticipated Release of IHDA Abandoned Properties Grant Program Application**

Mayor Sherwin noted that IHDA will be releasing their application for the Abandoned Properties Grant

program on September 16th pending IHDA Board approval.

**VIII. Policy Area: Transportation**

**A. Update re USDOT/FHWA Rulemaking on MPO Consolidation**

Mayor Schielke noted that the Caucus has concerns around the proposed rulemaking on MPO consolidation

**MINUTES**

**Executive Board Meeting**

**September 12, 2016**

**Page 6**

 **A. Update re USDOT/FHWA Rulemaking on MPO Consolidation (cont.)**

and handed it over to Mr. Bennett to explain further. Dave noted there were 515 comments that were

submitted made on the proposed rulemaking. All but one opposed the rule. US DOT has brought on extra

staff to respond to the comments in an effort to try to expedite its implementation.

Interestingly, not many members of Congress weighed in on the proposed rule during the public comment

period. Mr. Bennett said it was as if the issue was not on their radar screen. It is now, however, with many

state delegations submitting joint letters to the Secretary of Transportation. In addition, the Chairs of key congressional committees are telling DOT they will write legislation prohibiting the consolidation of MPOs,

if the Department attempts to implement it in its current form.

Mayor Bennett noted that the Chicago region had the most comments of any major metro in the country. Mayor Mancino asked where the proposed rule originated. Mayor Bennett explained that it was initiated by the

Secretary of Transportation who had issues with the MPO process in North Carolina when he was Mayor of Charlotte prior to his appointment at US DOT.

**IX. Other Business**

There was no additional discussion on other business.

**X. Next Executive Board Meeting**

Mayor Holland noted that the next Executive Board meeting will be held on November 14th at the CMAP/

Mayors Caucus offices at 9:30am.

**XI. Adjournment**

Mayor Braun made a motion to adjourn the meeting and Mayor Bennett seconded. The meeting adjourned at 10:45am.

Respectfully submitted,

 Joseph Mancino

 Executive Board Secretary

 And Mayor, Village of Hawthorn Woods

 ***Attachment 2***

****

***Revised 2017 Budget***

**November 10, 2016**

|  |  |  |  |
| --- | --- | --- | --- |
| **METROPOLITAN MAYORS CAUCUS** |  |  |  |
| **REVISED FY 2017 BUDGET**  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **REVENUES**  |  |  |  |  |
|  |  |  |  |  |
|  | **FY 2015** | **FY 2016** | **FY 2016** | ***FY 2017*** |
| **Description** | **Actual** | **Adopted** | **Projected** | ***Proposed*** |
|  |  |  |  |  |
| **Member Dues** | $266,887 | $270,000 | $269,937 | ***$270,000*** |
|  |  |  |  |  |
| **Annual Gala** | $126,061 | $120,000 | $117,630 | ***$120,000*** |
|  |  |  |  |  |
| **CCT IJ Collaboratives Grants**  | $17,500 | $52,500 | $52,500 | ***$0*** |
|  |  |  |  |  |
| **CCT Caucus Homes Grants** | $25,000 | $75,000 | $75,000 | ***$0*** |
|  |  |  |  |  |
| **CCT CMAP Homes Grant** | $0 | $0 | $0 | ***$6,000*** |
|  |  |  |  |  |
| **JP Morgan Chase Housing Grant** | $50,000 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **Harris Fdn Homes Grant VI** | $0 | $50,000 | $90,000 | ***$0*** |
|  |  |  |  |  |
| **IHDA Homes Grant** | $30,582 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **Gorter Fdn Homes Grant** | $50,000 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **IL Atty Gen Caucus Housing Grant** | $251,652 | $83,884 | $83,884 | ***$21,000*** |
|  |  |  |  |  |
| **IL Atty Gen CMAP Housing Grant** | $38,177 | $28,484 | $28,484 | ***$8,261*** |
|  |  |  |  |  |
| **Cook County CDBG Grant** | $0 | $0 | $0 | ***$20,000*** |
|  |  |  |  |  |
| **IL DCEO PSEE Grant** | $4,044,981 | $2,762,000 | $0 | ***$5,524,000*** |
|  |  |  |  |  |
| **CCT GRC 2 Grant** | $75,000 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **CCT Sustainability Network Grant** | $0 | $0 | $112,500 | ***$37,500*** |
|  |  |  |  |  |
| **USFS Full Circle Urban Wood Grant** | $0 | $44,000 | $31,773 | ***$12,227*** |
|  |  |  |  |  |
| **ComEd Power Safe Communities Grant** | $0 | $0 | $200,000 | ***$200,000*** |
|  |  |  |  |  |
| **ISTC Wood Fuel Grant** | $0 | $0 | $0 | ***$10,000*** |
|  |  |  |  |  |
| **Energy Foundation Grant** | $27,000 | $3,000 | $3,000 | ***$0*** |
|  |  |  |  |  |
| **USFS GLRI 2013 Grant** | $39,410 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **METROPOLITAN MAYORS CAUCUS** |  |  |  |
| **REVISED FY 2017 BUDGET**  |  |  |  |  |
|  |  |  |  |  |
| **REVENUES - Page 2** |  |  |  |  |
|  |  |  |  |  |
|  | **FY 2015** | **FY 2016** | **FY 2016** | ***FY 2017*** |
| **Description** | **Actual** | **Adopted** | **Projected** | ***Proposed*** |
|  |  |  |  |  |
| **Elevate Energy Wastewater Grant** | $5,000 | $0 | $0 | ***$0*** |
|  |  |  |  |  |
| **MREA Public Sector Solar Contract** | $0 | $20,000 | $20,000 | ***$0*** |
|  |  |  |  |  |
| **CCT GO Grant** | $0 | $0 | $0 | ***$70,000*** |
|  |  |  |  |  |
| **Grant Rollovers:** |  |  |  |  |
|  **MacFdn Policy Grant II** | $34,287 | $3,000 | $3,000 | ***$0*** |
|  **CCT Homes Grant** | $17,493 | $1,443 | $1,443 | ***$0*** |
|  **CCT Collaboratives Grants** | $63,906 | $16,229 | $63,906 | ***$23,449*** |
|  **JP Morgan Chase Housing Grant** | $23,416 | $10,230 | $10,230 | ***$0*** |
|  **Harris Fdn Homes Grant III** | $4,768 | $608 | $608 | ***$0*** |
|  **Harris Fdn Homes Grant IV** | $7,405 | $42,595 | $21,274 | ***$21,321*** |
|  **Harris Fdn Homes Grant V** | $0 | $50,000 | $7,947 | ***$42,053*** |
|  **Harris Fdn Homes Grant VI** | $0 | $0 | $0 | ***$90,000*** |
|  **IL Atty Gen Caucus Housing Grant** | $0 | $74,440 | $72,984 | ***$1,456*** |
|  **Village B & T/Wintrust Hsg Grant** | $757 | $1,759 | $1,759 | ***$0*** |
|  **CCT Clean Air Counts Grant** | $5,117 | $38,931 | $5,117 |  |
|  **CCT Sustainability Grant I** | $68,497 | $0 | $0 | ***$0*** |
|  **CCT GRC 2 Grant** | $0 | $67,317 | $67,317 | ***$0*** |
|  **CCT Sustainability Network Grant** | $0 | $0 | $0 | ***$45,183*** |
|  **ComEd Power Safe Comm Grant** | $0 | $0 | $0 | ***$170,000*** |
|  **Full Circle Urban Wood Grant** | $0 | $34,000 | $0 | ***$0*** |
|  **Energy Foundation Grant** | $0 | $12,300 | $0 | ***$0*** |
| **Total Grant Rollovers** | $225,646 | $352,852 | $255,585 | ***$393,462*** |
|  |  |  |  |  |
| **Administrative Fees** | $4,555 | $5,000 | $1,501 | ***$1,600*** |
|  |  |  |  |  |
| **PJM Encentiv** | $0 | $0 | $17,307 | ***$12,000*** |
|  |  |  |  |  |
| **Full Circle Urban Wood Conference** | $0 | $0 | $11,780 | ***$0*** |
|  |  |  |  |  |
| **ICC Rulemaking Participant Fees** | $0 | $45,000 | $0 | ***$34,000*** |
|  |  |  |  |  |
| **Interest Income** | $1,250 | $1,200 | $496 | ***$500*** |
|  |  |  |  |  |
| **Interest - DCEO Energy Efficiency** | $400 | $200 | $0 | ***$300*** |
|  |  |  |  |  |
| **TOTAL REVENUES** | $5,279,101 | $3,913,120 | $1,359,597 | ***$6,670,850*** |

**Revised FY 2017 Budget Notes**

**Revenues**

 **p. 1 of 3**

*Member Dues:* The preliminary FY 2017 budget calls for the membership dues structure to remain unchanged. It is based on a rate of 4.5 cents per capita. The minimum dues amount for suburban municipalities is $130. The maximum is $3,860. The City of Chicago’s dues are $45,000. The last dues increase the Caucus Executive Board adopted was in FY 2015.

*Annual Gala:* The Annual Gala in FY 2016 was held at the John G. Shedd Aquarium. Gross revenue was $117,630. Expenses totaled $50,953, making the net $66,677.

*CCT CMAP Homes Grant:* The Mayors Caucus has worked in collaboration with the Chicago Metropolitan Planning Agency and the Metropolitan Planning Council in recent years on the *Homes for A Changing Region* project. While the Caucus has previously been the principal grantee for the project, CMAP will fulfill that role in FY 2017. The Caucus will receive $6,000 to cover its expenses as a technical consultant to a study currently underway in Lake County.

*Harris Fdn Homes Grants:* The Harris Family Foundation has been very generous with its support for the Caucus’ housing initiatives. The Mayors Caucus received a $90,000 award from the Foundation at the end of FY 2016. It will be expended in FY 2017. This is the sixth grant award the Harris Family Foundation has made to the Caucus.

*IL Atty Gen Caucus Housing and CMAP Housing Grants:* Illinois Attorney General Lisa Madigan announced several multi-year grants in FY 2014, the proceeds from which are from the National Foreclosure Settlement. The Mayors Caucus and CMAP were fortunate to receive two such grants. The Caucus grant is related to projects supported by the Mayors Caucus in the south and west suburbs. The Caucus began administering this grant program in mid-FY 2014. The CMAP grant applies more broadly to the entire Chicago region. The Mayors Caucus provides technical assistance to CMAP for this grant. Proceeds from both grants are awarded as reimbursements of incurred expenses. Both the Caucus and CMAP grants will closeout in FY 2017.

*IL DCEO PSEE Grant:* Due to the State’s budget impasse, the Illinois Department of Commerce and Economic Opportunity suspended its Public Sector Energy Efficiency Program in FY 2016. This was despite the fact that the funding source for the program was a surcharge on gas and electric utility bills which is separate from the State’s General Revenue Fund.

While the Caucus was disappointed to have lost a program year, it was pleased that the stopgap budget adopted by the General Assembly and signed into law by the Governor in July 2016 allows for the PSEE program to be reinstated.

DCEO notified the Caucus in July 2016 that its initial award for FY 2017 would be $2,762,000. This is the same amount the Caucus expected to receive in FY 2016 before the budget impasse occurred. In late August 2016, DCEO invited grantees to submit modifications to their program budgets for additional funds. DCEO indicated the intent of this invitation was to make up for the lost program year in FY 2016.

The Caucus submitted a modification request which would double its FY 2016 award to $5,524,000. We received approval of the modification in October 2016.

The PSEE program has been a highly successful program for the Mayors Caucus over the past five years. It has re-granted over $9 million to area local governments for energy efficiency projects. As in past years, the Caucus will partner with 360 Energy Group in implementing the FY 2017 program.

**Revised FY 2017 Budget Notes**

**Revenues**

 **p. 2 of 3**

*CCT Sustainability Network Grant:* The Mayors Caucus was awarded a $150,000 grant from the Chicago Community Trust to create a Regional Sustainability Network. The Network will provide technical and financial assistance to municipalities in the Chicago region who have adopted the Caucus’ Greenest Region Compact 2 and wish to implement projects and policies recommended in the Compact.

$112,500 of this grant was received in FY 2016. The balance will be paid in FY 2017. Once this project is complete, the Caucus intends to submit another grant proposal to the Trust which will seed the initial operation of the Sustainability Network and the technical and financial assistance offered to GRC 2 adopters.

*USFS Full Circle Urban Wood Grant:* The Mayors Caucus was awarded a $44,000 grant in FY 2016 from the U.S. Forestry Service to help build regional and national capacity for an urban wood market in the Chicago region and the State of Illinois. As part of the project, Caucus staff will help create a marketing plan for urban wood; maintain a website to promote urban wood knowledge and bolster industry by advocating and educating the public of high-value uses of urban wood.

Nearly $32,000 of this grant was received in FY 2016. The remainder will be paid out in FY 2017.

*ComEd Powering Safe Communities Grant:* The Mayors Caucus was approached by ComEd in FY 2016 about assuming responsibility to administer the electric company’s Powering Safe Communities Grant Program. The Caucus welcomed this opportunity to partner with the company and assisted them in awarding $170,000 to municipalities in the ComEd service territory. Eighty-three applications were submitted for the grants. Twenty-two grants were awarded. The maximum award limit was $10,000.

ComEd has expressed an interest in partnering with the Caucus on this grant program again next year. It is anticipated that $170,000 will be made available for re-granting to municipalities. The Caucus will receive $30,000 to cover its administrative expenses.

*ISTC Wood Fuel Grant:* The Caucus will receive a $10,000 grant from the Sustainability Technology Center at the University of Illinois in FY 2017 to promote the use of wood waste as a sustainable fuel option.

*CCT GO Grant:* The Caucus received word in October 2016 that the Chicago Community Trust awarded it one of its new General Operating Grants. The amount of the award is $70,000. It can be used to support the Caucus’ general operating expenses.

*Grant Rollovers:* The amounts shown are the balances remaining of lump-sum grants the Mayors Caucus received in previous fiscal years which are being carried over to FY 2017.

*Administrative Fees:* This amount reflects the advertising revenue the Caucus receives from its website.

*PJM Encentiv:* Last year, the Caucus received permission from municipalities who implemented energy efficiency projects through the PSEE Program to sell the energy reduction credits from these projects to PJM Interconnect, the manager of the region’s electric grid, through Encentiv Energy. The proceeds from these credits help support the Caucus environmental and sustainability initiatives.

*ICC Rulemaking Participant Fees:* The Mayors Caucus has represented a coalition of 125 municipalities from across the state in the Rulemaking on Municipal Electric Aggregation. The proceeding, which was

**Revised FY 2017 Budget Notes**

**Revenues**

 **p. 3 of 3**

supposed to conclude within four months after the Caucus got involved, continued on for over two years. The Illinois Commerce Commission voted last year to finally approve the final municipal aggregation rules. The Caucus incurred an additional $34,000 in legal costs to represent municipal interests in the re-

write of the proposed rule. It will assess the 125 member municipalities of the coalition to cover these expenses. The coalition is represented by Barbara Adams of Holland & Knight LLP.

*Interest Income & Interest DCEO Energy Efficiency:* This line item reflects interest earned from the Caucus' bank accounts at MB Financial Bank.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **METROPOLITAN MAYORS CAUCUS** |  |  |  |  |
| **REVISED FY 2017 BUDGET**  |  |  |  |  |
|  |  |  |  |  |
| **EXPENDITURES** |  |  |  |  |
|  |  |  |  |  |
|  | **FY 2015** | **FY 2016** | **FY 2016** | ***FY 2017*** |
| **Description** | **Actual** | **Adopted** | **Projected** | ***Proposed*** |
|  |  |  |  |  |
| **Salaries** | $351,305 | $378,800 | $319,470 | ***$390,000*** |
|  |  |  |  |  |
| **Benefits:** |  |  |  |  |
|  **Employer Pension Contribution** | $21,053 | $19,500 | $15,200 | ***$19,500*** |
|  **Transportation/Expenses** | $10,196 | $12,000 | $9,915 | ***$11,000*** |
|  **Employer Payroll Taxes** | $25,278 | $28,900 | $24,250 | ***$29,600*** |
|  **Medical Insurance** | $60,891 | $59,750 | $58,947 | ***$66,725*** |
|  **Dental Insurance** | $5,285 | $5,300 | $5,159 | ***$5,830*** |
|  **Life Insurance** | $3,366 | $3,250 | $2,923 | ***$3,575*** |
| **Total Benefits** | $126,069 | $128,700 | $116,394 | ***$136,230*** |
|  |  |  |  |  |
| **Professional Services:** |  |  |  |  |
|  **Lobbyist/Public Relations** | $44,786 | $120,000 | $71,500 | ***$78,000*** |
|  **Accounting/Auditing** | $40,128 | $44,000 | $35,417 | ***$36,000*** |
|  **Legal** | $17,200 | $45,000 | $0 | ***$7,500*** |
|  **IT Consultant** | $6,570 | $7,500 | $7,846 | ***$8,000*** |
|  **Website Administration** | $2,162 | $4,000 | $285 | ***$2,000*** |
|  **Payroll Services** | $1,366 | $1,500 | $1,284 | ***$1,500*** |
|  **Bank Charges** | $646 | $400 | $360 | ***$400*** |
|  **Liability/Property Insurance** | $4,785 | $5,000 | $5,137 | ***$5,700*** |
|  **Mac Fdn II Policy Initiatives:** |  |  |  |  |
|  **Service Delivery Project** | $12,220 | $3,000 | $3,000 | ***$0*** |
|  **Housing Initiatives Consultants** | $124,262 | $284,005 | $212,280 | ***$54,400*** |
|  **IL DCEO PSEE Consultants** | $319,146 | $303,820 | $0 | ***$607,640*** |
|  **USFS EAB Consultants** | $1,692 | $0 | $0 | ***$0*** |
|  **CCT GRC 2 Consultants** | $21,975 | $15,000 | $7,129 | ***$0*** |
|  **CCT Sustainability Network Consultants** | $0 | $0 | $50,000 | ***$50,000*** |
|  **Full Circle Urban Wood Consultants** | $0 | $30,000 | $23,792 | ***$8,000*** |
|  **MREA Public Sector Solar Consultants** | $0 | $10,000 | $10,000 | ***$0*** |
|  **ISTC Wood Fuel Consultants** | $0 | $5,000 | $0 | ***$5,000*** |
|  **Pension Reform Consultants** | $0 | $5,000 | $0 | ***$5,000*** |
| **Total Professional Services** | $596,938 | $883,225 | $428,030 | ***$869,140*** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **METROPOLITAN MAYORS CAUCUS** |  |  |  |  |
| **REVISED FY 2017 BUDGET** |  |  |  |  |
|  |  |  |  |  |
| **EXPENDITURES - Page 2** |  |  |  |  |
|  |  |  |  |  |
|  | **FY 2015** | **FY 2016** | **FY 2016** | ***FY 2017*** |
| **Description** | **Actual** | **Adopted** | **Projected** | ***Proposed*** |
|  |  |  |  |  |
| **Office Expenses:** |  |  |  |  |
|  **Rent** | $24,567 | $24,960 | $24,960 | ***$25,380*** |
|  **Telephone/Telecommunications** | $7,837 | $7,500 | $6,466 | ***$7,500*** |
|  **Postage** | $411 | $600 | $1,257 | ***$1,300*** |
|  **Supplies/Equipment** | $7,597 | $8,000 | $3,913 | ***$6,000*** |
|  **Copying/Printing** | $14,046 | $12,000 | $536 | ***$4,000*** |
| **Total Office Expenses** | $54,458 | $53,060 | $37,132 | ***$44,180*** |
|  |  |  |  |  |
| **Meetings/Conferences** | $11,853 | $15,000 | $22,050 | ***$25,000*** |
|  |  |  |  |  |
| **Gala Expenses** | $65,877 | $66,000 | $50,953 | ***$65,000*** |
|  |  |  |  |  |
| **Full Circle Urban Wood Conference** | $0 | $4,000 | $4,000 | ***$0*** |
|  |  |  |  |  |
| **Municipal Grants** |  |  |  |  |
|  **Policy Agenda Grants** | $106,508 | $0 | $0 | ***$0*** |
|  **IL DCEO PSEE Grants** | $3,570,000 | $2,347,700 | $0 | ***$4,695,400*** |
|  **ComEd Power Safe Communities Grants** | $0 | $0 | $0 | ***$340,000*** |
| **Total Municipal Grants** | $3,676,508 | $2,347,700 | $0 | ***$5,035,400*** |
|  |  |  |  |  |
| **Restricted Reserve** | $326,281 | $32,925 | $368,374 | ***$80,900*** |
|  |  |  |  |  |
| **Unrestricted Reserve** | $69,812 | $3,710 | $12,924 | ***$25,000*** |
|  |  |  |  |  |
| **TOTAL EXPENDITURES** | $5,279,101 | $3,913,120 | $1,359,327 | ***$6,670,850*** |

**Revised FY 2017 Budget Notes**

**Expenditures**

 **p. 1 of 1**

*Salaries & Benefits:* These line items reflect the salaries and benefits for four full-time employees as well as a part-time graduate intern. The Executive Director is responsible for the annual performance evaluations and salary adjustments given to Caucus staff. The salary amount includes a pool of funds equal to 3 percent of total salaries which will be used for staff increases. The Society of Human Relations Management has indicated that the average employee salary increase in the Midwest in 2017 will be 3 percent.

It is important to note that one of the full-time positions went unfilled in FY 2016. Due to the suspension of the DCEO Public Sector Energy Efficiency Program, the Caucus did not hire anyone to replace the previous staffer who managed the grants awarded to local governments in the Chicago region. With the Program being reinstated in FY 2017, the Caucus will hire a new grants manager.

*Professional Services:* The amount budgeted for FY 2016 for lobbying and public relations consultants was $120,000. This included $80,000 for a lobbying consultant and $40,000 for a public relations consultant. The Caucus decided not to contract with a public relations consultant in FY 2016, so the amount shown here is just for the expense of the Caucus’ lobbyists, McGuireWoods Consulting. The amount reflected for FY 2017 is just for the lobbying consultants.

The Accounting, Auditing, IT Consultant, Website Administration, Payroll Services, Bank Charges and Liability Insurance line items are recurring costs.

The various “Consultant” expenses listed under Professional Services are for consultants used for various grant supported projects. The Housing Initiatives Consultants expense is covered by our various housing grants; the PSEE Consultants expenses are covered by the PSEE grant we receive from DCEO.

The only exception to this rule is the Pension Reform Consultants line item. This amount would be a contribution made to the Pension Fairness Coalition. The revenue source is either member dues or Gala revenues.

 *Office Expenses:* These line items reflect the costs the Mayors Caucus incurs as part of its lease agreement with the Chicago Metropolitan Agency for Planning (CMAP). As a reminder, the Caucus has a ten-year lease agreement with CMAP. FY 20176 is the seventh year of the lease.

*Meetings/Conferences*: The Caucus has assumed an increasing share of the costs of its quarterly business meetings. In addition, this line item includes funding for possible registrations at various seminars and/or conferences.

*Gala Expenses:* Expenses for last year’s Gala at the John G. Shedd Aquarium totaled $50,953. Our net income was $66,677. With expenses estimated to be $65,000 and revenues at $120,000 for the Gala in FY 2017, net proceeds are estimated to be $55,000.

*Municipal Grants:* This group of line items makes up the Energy Efficiency and ComEd Powering Safe Communities grant proceeds which will be re-granted to the region’s municipalities and other local governments.

*Reserves:* These include revenues which will be received in FY 2017 which will get carried over to FY 2018.

***Attachment 3***

 **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

 **Rahm Emanuel**

 Mayor, City of Chicago

Executive Board 1st Vice Chair

 **Robert J. Nunamaker**

 President, Village of Fox River Grove

 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

**RESOLUTION**

**NOW, THEREFORE, BE IT RESOLVED** by the Executive Board Chairman and the Directors of the Executive Board of the Metropolitan Mayors Caucus that the Executive Board Chairman and 1st Vice Chairman be and are hereby directed and authorized to submit the Subrecipient Agreement, all understandings and assurances and to execute the 2016 Community Development Block Grant Program Year Agreements with the County of Cook, Illinois for Project Number 1602-051, a copy of which is on file with the Executive Board Secretary.

**BE IT FURTHER RESOLVED** by the Executive Board Chairman and the Directors of the Executive Board of the Metropolitan Mayors Caucus that the Executive Director is hereby directed and authorized to execute any and all additional documents necessary to carry out the 2016 Community Development Block Grant Program for the Metropolitan Mayors Caucus.

Dated this 14th day of November, 2016

ATTEST:

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Board Chairman (Signature)

 Jim Holland\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Board 1st Vice Chairman (Signature)

 Robert J. Nunamaker \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

**Southwest Conference of Mayors ∙ West Central Municipal Conference ∙ Will County Governmental League**

**233 South Wacker Drive, Suite 800, Chicago, Illinois 60606**

**Tel: 312.201.4505 Fax: 312.454.0411**

[***www.mayorscaucus.org***](http://www.mayorscaucus.org)

 ***Attachment 4***

 **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

 **Rahm Emanuel**

 Mayor, City of Chicago

Executive Board 1st Vice Chair

 **Robert J. Nunamaker**

 President, Village of Fox River Grove

 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

**CERTIFICATION**

The undersigned and duly qualified 1st Vice Chairman Board of the Executive Board of Directors of the Metropolitan Mayors Caucus hereby certifies that the attached copy of the resolution authorizing execution of the 2016 Community Development Block Grant Subrecipient Agreement with the County of Cook, Illinois is a true and correct copy of said resolution as passed by the Executive Board of Directors of the Metropolitan Mayors Caucus on the 14th day of November, 2016, and which is still in full force and effect as of the 14th day of November, 2016.

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Board 1st Vice Chairman (Signature)

\_Robert J. Nunamaker \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

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[***www.mayorscaucus.org***](http://www.mayorscaucus.org)

***Attachment 5***

**METROPOLITAN MAYORS CAUCUS**

**EXECUTIVE DIRECTOR PERFORMANCE EVALUATION FORM**

**(Please us the following scale: 1 = poor; 2 = fair; 3 = good; 4 = very good, 5 = excellent;**

**N.R. = no response)**

**1. POLICY AND ADMINISTRATION:**

1. Does the Executive Director have a good understanding of the differences between policy and administration?

 5 4 3 2 1 N.R.

1. Does the Executive Director have a full understanding of Caucus programs and policies?

 5 4 3 2 1 N.R.

1. Does he/she assist in policy decisions without forced perspective?

 5 4 3 2 1 N.R.

1. Does the Executive Director respond to suggestions to improve administration?

 5 4 3 2 1 N.R.

1. Does he/she offer sound advice on policy formation?

 5 4 3 2 1 N.R.

1. Does he/she cause policy to be correctly executed?

 5 4 3 2 1 N.R.

1. Does the Executive Director’s attitude reflect a commitment to Caucus policies?

 5 4 3 2 1 N.R.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**2. MEMBER/BOARD RELATIONS:**

1. Is the Executive Director helpful to members and Board members in dealing with their

 issues/concerns?

 5 4 3 2 1 N.R.

1. Is the Executive Director receptive to constructive criticism and advice?

 5 4 3 2 1 N.R.

**Executive Director Evaluation Form**

**Page 2**

1. Do members receive prompt response?

 5 4 3 2 1 N.R.

1. Is the Director candid and forthright and exhibit behavior appropriate to a situation?

 5 4 3 2 1 N.R.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**3. AGENDA:**

A. Does the Executive Director prepare a sound agenda?

 5 4 3 2 1 N.R.

 B. Is the agenda orderly?

 5 4 3 2 1 N.R.

1. Does the agenda focus on important policy issues?

 5 4 3 2 1 N.R.

1. Are supporting materials properly prepared to facilitate effective decision making?

 5 4 3 2 1 N.R.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**4. REPORTING:**

1. Are the Executive Directors written and oral reports comprehensive and understandable?

 5 4 3 2 1 N.R.

1. Does the Executive Director provide all information needed to make sound policy decisions?

 5 4 3 2 1 N.R.

1. Does he/she keep the Caucus well-informed?

 5 4 3 2 1 N.R.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Executive Director Evaluation Form**

**Page 3**

**5. CAUCUS MEDIATION:**

1. Do Caucus members and those associated with it regard the Executive Director as a person of

 high integrity, ability and commitment to the Caucus?

 5 4 3 2 1 N.R.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **INTERGOVERNMENTAL RELATIONS:**

A. Does the Executive Director represent the Caucus well with federal, state, county and regional

 agencies and officials?

 5 4 3 2 1 N.R.

 B. Does he /she view the larger picture of the Caucus as it relates to federal, state, county, regional and local governments?

 5 4 3 2 1 N.R.

 Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **OTHER STRENGTHS:**

Please list any other strengths of the Executive Director not explained above that you would like

 to highlight.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **OTHER WEAKNESSES:**

Please list any other areas not explained above in which you believe the Executive Director needs improvement.

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**Executive Director Evaluation Form**

**Page 4**

1. **PERFORMANCE GOALS**

Please list any personal performance goals that you would recommend the Executive Board and

 the Executive Director consider for the upcoming year.

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**Please write additional comments in this blank space or attach extra sheets with your comments.**

**Thank you for taking time to complete this evaluation. Please return it as soon as possible to Frankfort Mayor Jim Holland, Executive Board Chairman, at either** **jholland@villageoffrankfort.com** **or by fax at 815-469-7999.**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Evaluator (Optional)**

 ***Attachment 6***

  **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

 **Rahm Emanuel**

 Mayor, City of Chicago

Executive Board 1st Vice Chair

 **Robert J. Nunamaker**

 President, Village of Fox River Grove

 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

 **TO: Mayors Caucus Executive Board**

 **FROM: Nominating Committee**

 **Mayor Jim Holland, Frankfort**

 **President Deborah M. Bullwinkel, Villa Park**

**President Karen Y. Darch, Barrington**

 **Mayor Joseph Mancino, Hawthorn Woods**

**Mayor Daniel J. McLaughlin, Orland Park**

 **President Robert J. Nunamaker, Fox River Grove**

**Mayor Jeffery D. Schielke, Batavia**

 **Claudia E. Chavez, Mayor’s Office, City of Chicago**

 **DATE: November 9, 2016**

 **RE: Recommended Slate of Officers 2016-2017**

The members of the Nominating Committee are pleased to recommend the following slate of Officers for the Metropolitan Mayors Caucus’ Executive Board for FY 2016-2017:

*Chairman: Robert J. Nunamaker*

 *President, Village of Fox River Grove*

 *Representing the McHenry County Council of Governments*

*1st Vice Chairman: Rahm Emanuel*

 *Mayor, City of Chicago*

*2nd Vice Chairman: Joseph Mancino*

 *President, Village of Hawthorn Woods*

 *Representing the Lake County Municipal League*

*Secretary: John A. Ostenburg*

 *Mayor, Village of Park Forest*

 *Representing the South Suburban Mayors and Managers Association*

 *Treasurer: Claudia E. Chavez*

 *Assistant to the Mayor*

 *Mayor’s Office, City of Chicago*

 The members of the Nominating Committee respectfully request your support for our colleagues. We are

confident they will carry on the Caucus’ proud tradition of regional cooperation and leadership.

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

**Southwest Conference of Mayors ∙ West Central Municipal Conference ∙ Will County Governmental League**

**233 South Wacker Drive, Suite 800, Chicago, Illinois 60606**

**Tel: 312.201.4505 Fax: 312.258.1851**

[***www.mayorscaucus.org***](http://www.mayorscaucus.org)

 ***Attachment 7***

  **Jim Holland**

 Mayor, Village of Frankfort

 Executive Board Chairman

 **Rahm Emanuel**

 Mayor, City of Chicago

Executive Board 1st Vice Chair

 **Robert J. Nunamaker**

 President, Village of Fox River Grove

 Executive Board 2nd Vice Chair

 **Joseph Mancino**

Mayor, Village of Hawthorn Woods

 Executive Board Secretary

**EXECUTIVE BOARD**

**2017 MEETING SCHEDULE**

***Please note meetings convene at 9:00 a.m. when held at the DuPage Mayors and***

***Managers Offices and 9:30 a.m. when held at CMAP/Caucus Offices.***

 **Date & Time Location**

 **Monday, January 9 DuPage Mayors and Managers Offices**

 **9:00 a.m. 1220 Oakbrook Road**

 **Oak Brook, IL**

 **Monday, March 13 CMAP/Mayors Caucus Offices**

 **9:30 a.m. 233 S. Wacker Drive, 8th Floor**

 **Chicago, IL**

 **Monday, May 8 DuPage Mayors and Managers Offices**

 **9:00 a.m. 1220 Oakbrook Road**

 **Oak Brook, IL**

 **Monday, July 10 CMAP/Mayors Caucus Offices**

 **9:30 a.m. 233 S. Wacker Drive, 8th Floor**

 **Chicago, IL**

 **Monday, September 11 DuPage Mayors and Managers Offices**

 **9:00 a.m. 1220 Oakbrook Road**

 **Oak Brook, IL**

 **Monday, November 13 CMAP/Mayors Caucus Offices**

 **9:30 a.m. 233 S. Wacker Drive, 8th Floor**

 **Chicago, IL**

**City of Chicago ∙ DuPage Mayors and Managers Conference ∙ Lake County Municipal League ∙ McHenry County Council of Governments**

**Metro West Council of Governments ∙ Northwest Municipal Conference ∙ South Suburban Mayors and Managers Association**

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