



# MLGMA

<http://www.mlgma.org>

**Michigan  
Local Government  
Management Association**  
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Delta Township

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# The Manager

**The Newsletter of Michigan Local Government  
Managers Association**

**Affiliated with the Michigan Municipal League**

**March, 2007**

#### **PRESIDENT'S MESSAGE**

#### **CONTROLLING OUR DESTINY**

As we enter 2007, the MLGMA will look toward the future and begin to put into place a plan to guide the organization thru the many challenges that we will be facing. As an organization, we need to look inward at how we are structured and how we may need to change and better prepare ourselves to be able to meet those challenges. My goals for the 2007 year are to (1) Develop and implement a Strategic Plan; (2) Review the MLGMA organizational structure and propose any necessary changes to the membership; and (3) put into place a plan to more proactively defend the Council-Manager Form of Government.

The MLGMA Board, at its January meeting, approved the appointment of a new strategic planning committee. This committee is charged with developing a strategic plan which will guide the organization over the next 3 to 5 years. The committee will identify the priorities and objectives that the organization needs to focus on in the future. The committee has been asked to present this plan to the Board by September for implementation before the end of the year. The committee will be meeting in the near future to begin the process. This is a very important task for the organization and I would ask that everyone participate and provide input.

We need to continue, and improve upon, our efforts to promote and defend the Council-Manager Form of Government. We have seen in the past year several challenges to the form and we have reacted to those individual issues, but we need to be better prepared and become more proactive in this area. The MLGMA Board recently passed a policy, which is included in this newsletter, for financial and general assistance on challenges to the plan. This will allow us to react quickly to an individual challenge in the future. However, we need to become much more prepared. To that end the Board, for the first time, has set aside \$20,000 in this year's budget to deal with current challenges and to develop a program to be used in the future. The Board will enlist professionals to give input on how to develop and implement such a program.

We have also looked at the colloquium which we have sponsored at the MML conference. In the past the MLGMA has sponsored a main speaker at the conference. This year we are trying to arrange to have Bob O'Neil, the ICMA Executive Director, do the presentation on the benefits of the Council-Manager Form of Government rather than just provide a speaker on a general topic. I believe this will give us a great opportunity to send the message to the correct audience.

This will be a year of many challenges with continued cuts in revenue sharing, increasing costs, OPEB implementation, and seeking a replacement for the Single Business Tax among other issues. It is a year in which we must make our voices heard to control our destiny. I believe that we have very talented MLGMA Board, great committee chairs, and a very professional membership to meet these challenges.

#### **NEWSLETTER ARTICLES**

Beginning with this newsletter, we will be publishing "The Manager" on a monthly basis. MLGMA members are encouraged to submit articles for the monthly newsletter. Please e-mail all copy for the next newsletter to

**[rwatkins@deltami.gov](mailto:rwatkins@deltami.gov)**  
by the 25th of each month.

## Policy On Financial & General Assistance on Challenges to Manager Plan of Local Government

### Introduction

This policy is prepared to act as a guideline for establishing how and when the MLGMA will act upon challenges by municipal jurisdictions to the Manager Form of Local Government. It is not intended to address all issues or matters that relate to such challenges for there is a realization that each situation will be unique and localized to each particular governmental unit of government.

### Notification

When a particular challenge becomes known the following steps will be followed:

1. **Contact:** The President of the MLGMA or one of his/her designees will contact the manager or acting manager of the community experiencing the challenge. The contact will determine whether or not the Manager feels the issue is important enough that assistance from either the MLGMA and/or ICMA is desired. If no assistance is desired, no further action will be taken.
2. **Determination and Request for Assistance:** Once it is known that assistance is desired, the MLGMA contact will determine with the affected community's Manager where assistance and resources should be directed.

Are there any active opposition groups already established to the challenge that is already working in the community? If so, who is the contact person?

If no organization is established, what are the facts of the challenge and what is the feeling of the Manager, Council, and community in general about the challenge? This "fact finding" is necessary to establish what the potential atmosphere is in the community.

3. **Notification of ICMA:** The President of MLGMA will then contact ICMA once the determination and request for assistance has been verified. Particular information on contacts, type of challenge, and requested types of assistance will be discussed and shared.

### Confirmed Request For Assistance.

After confirmation of assistance is determined and local organization to assist in promoting opposition to challenge is determined, the following needs are to be assessed and actions taken:

1. **Financial Assistance:** If financial assistance is desired, the MLGMA may authorize a first amount of up to \$5,000 to pay for materials to organize a challenge. This amount can be provided by and authorized by the MLGMA President at his/her discretion.

If additional financial assistance is needed, the President will call for a special meeting of the MLGMA Board of Directors to so authorize further funding.

Requests for financial assistance will also be submitted to ICMA for consideration.

2. **Materials:** Printed materials may also be developed and supported with materials being prepared by members of the MLGMA. Printed materials will include information provided by ICMA on Council-Manager Form of Government. Other materials will be gathered from previous challenges. These printed materials will be sent to the organization opposing the challenge and will be used at their discretion.

Visits. Members of the MLGMA may be called upon by the President of the MLGMA to possibly attend meetings in the challenged community to offer information, support, and provide testimonials on the values of the Council-Manager Form of Government.

ICMA will be contacted to see if such support can be provided at the national level as well.

3. **Committee Establishment:** If the challenge is a serious challenge that may require additional commitments, the President of the MLGMA will set up an Ad Hoc Committee of members and staff to assist in preparing print materials for mailings, to provide advertising copy for publication and to provide a mailing list in the local community to advocate against the challenge.

The Committee will work with the organized local committee opposing the challenge.

### Summary

The MLGMA Board of Directors and membership feel that challenges to Council-Manager Form of Government are an attack against the very bedrock of our organization. We do not exist without, therefore such challenges must be met head-on and we ask both the ICMA and our membership to provide the support needed when called upon.

### MLGMA SCHOLARSHIP PROGRAM APPLICATION GUIDELINES

The purpose of the MLGMA Scholarship Program is to assist members with accessing educational/professional development opportunities. The objective is to assist from two to four members each year.

#### Eligible Programs

Harvard University, Senior Executives in State and Local Government Program  
University of Virginia, Weldon Cooper Center for Public Service, Senior  
Executive Institute  
Disney Institute Management Programs  
ICMA International Exchange Program

Members and Associate Members are welcome to submit other programs for consideration for inclusion in the MLGMA Scholarship Program. Such suggestions should be submitted to the MLGMA Professional Development Committee for review and recommendation to the MLGMA Board of Directors. The ICMA International Exchange Program, while eligible, is a lower priority than the other approved professional development programs and applications will be considered when a lack of applications exist for the professional development programs.

#### Applicant Eligibility Guidelines:

- 1) Any Full Member or Associate Member in good standing in the MLGMA is eligible to apply.
- 2) Service to the MLGMA is an important consideration.
- 3) Service to the profession, i.e. city/county management associations from other states, ICMA, MML, etc. will be considered.
- 4) Future potential of the candidate to make an impact in the profession will be considered.
- 5) Statement of need: Applicant must state how obtaining an MLGMA Scholarship will make the difference for applicant to attend a professional development program.
- 6) The application deadline for this year will be March 9, 2007. The application deadline for following years will be set to maximize time for applicants to apply for any session offered by approved programs in a given calendar year.
- 7) Members and Associate Members can apply for up to 50% of program expense. Travel expense is not eligible.
- 8) Members of the Professional Development Committee shall be eligible to apply only if an insufficient number of applications to meet funding eligibility are received by the application deadline.

The Professional Development Committee shall manage the application process and select scholarship recipients where possible and forward the applications/candidates for further consideration by the specific professional development program where required.

Adopted by the MLGMA Board, November 1999, updated February 2007.

The Professional Development Committee will review the submitted Statements of Need at their March Committee meeting. The Committee Co-Chairs are:

Pam Antil (Novi)      pantil@cityofnovi.org  
Jack Duso (Midland)      jduso@midland-mi.org

**URGENT: If you are interested in this program, please send your letter of application in immediately.**



## CALENDAR 2007

### MARCH

20-21 MML Legislative  
Conference –Lansing

### APRIL

20 Regional ICMA  
University Workshop  
Coldwater, MI  
20 MLGMA Board Meeting

### JULY

24-27 MLGMA Summer  
Workshop  
Treetops Resort

### SEPTEMBER

18-21 MML Convention  
Lansing

### OCTOBER

7-10 ICMA Annual  
Conference  
26 MLGMA Board Meeting

### DECEMBER

14 MLGMA Board Meeting

### WELCOME NEW MLGMA MEMBERS!

Mark Honeysett  
Village Manager, Constantine

Matthew Butts  
Assistant to the City Manager,  
Grandville

Robert Grose  
Assistant Manager, Saginaw  
Charter Township

Roy Srini  
Assistant City Manager, Oak  
Park

# Back Page News & Calendar

## ICMA Midwest Membership Plan 2006-2007

### THE YEAR OF THE CHALLENGE!

As members of ICMA you all know how important membership is to our organization. Not only to support the organization, but now, more than ever, to promote the profession.

You've undoubtedly read, or are aware of the article entitled, 'Unfilled City Manager Posts Hint at Future Gap' which appeared in the New York Times recently, which warned about the upcoming exodus of baby-boomers from the workforce.

So telling you that membership, both retention and expansion, are of the utmost importance to our association/region is an understatement.

To ensure the future of professional city management, the members of ICMA need to meet the challenges facing us.

So we're not going to tell each of you that your state has to add 'x' number of warm

bodies to the ICMA roster this coming year. We're not going to tell you, again, what the impact to the organization will be if we don't sustain and expand out membership. And we're not going to lay out a plan for you to follow.

What the ICMA Midwest VP's ARE going to do, is challenge everyone in the region (Iowa, Indiana, Illinois, Missouri, Ohio, Indiana, Michigan, Minnesota, Missouri and Wisconsin) to add some 'SOUL' to our organization ('Sign One Up Locally!').

As of December 2006, there were over 1,360 members in the Midwest Region, (approximate numbers: IA-112; IL-334; IN-19; MI-260; MN-188; MO-145; OH-175; and WI-127) which is phenomenal!

We're sure that there are local government professionals throughout the region, who would be assets to the organization and benefit from it like we do-if only someone would ask them to join!

## Executive Search Services for the MLGMA

The Michigan Municipal League features two services that may be of particular interest to Municipal Managers, the Interim Manager list and our Executive Search Service.

MLGMA recommended guidelines for the League to use in determining inclusion on the Interim Manager list, and the League developed a corresponding online form for eligible managers to complete. Managers may also attach their resume with the online submission. Member communities may then access the interim manager list through their "members only" user name and password. The League does not endorse or recommend anyone on the list, rather it maintains the list as a convenience to our municipalities and managers.

Link: [http://www.mml.org/resources/information/interim\\_management.htm](http://www.mml.org/resources/information/interim_management.htm)

The League's Executive Search Service assists member communities and other public employers with recruiting top management positions. This year the League has assisted with or

completed searches for the following:

- White Lake Fire Authority
- Milan Public Library
- Mount Pleasant
- Muskegon Heights
- Eastpointe
- St. Clair
- Grayling
- Ishpeming
- Rogers City
- Lexington
- Clinton Township
- Douglas

The League is currently assisting with the searches in the following communities:

- Marshall
- Cedar Springs
- Hillsdale
- Baraga
- Chelsea
- Muskegon County

Contact Heather Van Poucker at [hvan-poucker@mml.org](mailto:hvan-poucker@mml.org) with questions related to either service.