

**CITY OF WAUKESHA, WISCONSIN
FINANCE DIRECTOR**

**Recruitment Proposal
December 27, 2021**



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Northbrook, IL 60062
Primary Contact Person: Laurie Pederson
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A note about COVID-19 -- We are carefully monitoring recommendations from the federal, state and local governments and working with clients as they begin to reopen. Before COVID we made extensive use of technology for video interviews with candidates and meetings with clients. We have utilized these during COVID and can combine technology with appropriate in person meetings to assist clients in cost effective recruiting.

Table of Contents

Firm Profile.....	3
Our Team	4
Project Approach and Methodology.....	5
<i>Phase I: Position Assessment, Position Announcement & Brochure</i>	5
<i>Phase II: Advertising, Candidate Recruitment & Outreach</i>	5
<i>Phase III: Candidate Evaluation & Screening</i>	6
<i>Phase IV: Presentation of Recommended Candidates</i>	6
<i>Phase V: Interviewing Process & Background Screening</i>	7
<i>Phase VI: Appointment of Candidate</i>	7
Diversity, Equity & Inclusion in Recruitments.....	8
Project Timeline	8
Full Scope Recruitment – Price Proposal	9
Payment for Fees & Services.....	9
The GovHR Guarantee – Full Scope Recruitment	10
Limited Scope Recruitment – Scope of Services	10
Limited Scope Recruitment – Price Proposal.....	11
Payment for Fees & Services.....	11
Why Choose GovHR?	12
Qualifications	12
Contract Signature Page	13
Optional Services	14

Attachments

Consultant Biography
Client List

Firm Profile

GovHR is a public management consulting firm serving local government clients and other public-sector entities across the country. The firm was originally formed as Voorhees Associates in 2009 and changed its name to GovHR USA in 2013. Our headquarters are in Northbrook, Illinois. We are a certified Female Business Enterprise in the State of Illinois and work exclusively in the public and non-profit sectors. GovHR offers customized executive recruitment services, management studies and consulting projects for local government and organizations who work with local government.

GovHR is led by Heidi Voorhees, President, and Joellen Cademartori, Chief Executive Officer. Ms. Voorhees has conducted more than 400 recruitments in her management consulting career, with many of her clients repeat clients, attesting to the high quality of work performed for them. In addition to her 17 years of executive recruitment and management consulting experience, Ms. Voorhees has 19 years of local government leadership and management service, including ten years as Village Manager for the Village of Wilmette, Illinois. Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. She has held positions from Human Resources Director and Administrative Services Director to Assistant Town Manager and Assistant County Manager. Ms. Cademartori has worked in forms of government ranging from Open Town Meeting to Council-Manager and has supervised all municipal and county departments ranging from Public Safety and Public Works to Mental Health and Social Services.

GovHR has a total of thirty-five consultants, both generalists and specialists (public safety, public works, finance, parks, etc.), who are based in Arizona, Colorado, Florida, Georgia, Illinois, Indiana, Massachusetts, Michigan, Minnesota, Ohio, Tennessee, Texas and Wisconsin, as well as eight reference specialists and nine support staff.

Our consultants are experienced executive recruiters who have conducted over 900 recruitments, working with cities, counties, special districts and other governmental entities of all sizes throughout the country. In addition, we have held leadership positions within local government, giving us an understanding of the complexities and challenges facing today's public sector leaders.

Our Team

Project Manager & Main Point of Contact:

GovHR Senior Vice President Lee Szymborski will be responsible for your recruitment and selection process. His biography is attached to this Proposal and his contact information is:

Lee Szymborski

Senior Vice President

414-750-7799

LSzymborski@GovHRusa.com

Proposal Inquiries:

Laurie Pederson

Administrative Services Director

847-380-3198

LPederson@GovHRusa.com

GovHR Owners:

Heidi J. Voorhees

President

847-380-3240

HVoorhees@GovHRusa.com

Joellen J. Cademartori

Chief Executive Officer

847-380-3239

JCademartori@GovHRusa.com

Project Approach and Methodology

A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search. GovHR clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.

Phase I: Position Assessment, Position Announcement & Brochure

GovHR treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to a successful recruitment. We gain this insight and information through meetings (one on one and small groups), surveys and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

Information Gathering:

- One-on-one or group interviews with stakeholders identified by the client.
- GovHR can establish a dedicated email address for feedback from stakeholders or the community.
- Community forums (In-person or via video) can be used to gather input and feedback.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the above items can be used to fully understand community and organizational needs and expectations for the position (this proposal includes 12 hours of meetings – additional meetings can be added for a fee of \$125/hours plus actual expenses if incurred. Dedicated email address and one organizational survey are included. Community Survey can be conducted for \$2,500. Community Forums can be conducted as an optional service.

Development of a **Position Announcement** to be placed on websites and social media.

Development of a thorough **Recruitment Brochure** for client review and approval.

Agreement on a detailed **Recruitment Timetable** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to appointment of the finalist candidate.

Phase II: Advertising, Candidate Recruitment & Outreach

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. In addition, our website is well known in the local government industry – we typically have 6,000 visits to our website each month. Finally, we develop a database customized to your recruitment and can do an email blast to thousands of potential candidates.

Phase II will include the following:

- GovHR consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the Client, focusing on:
 - Leadership and management skills
 - Size of organization
 - Experience in addressing challenges and opportunities also outlined in Phase I
- The database will range from several hundred to thousands of names and an email blast will be sent to each potential candidate.
- Placement of the Position Announcement in appropriate professional online publications:
 - Public sector publications & websites
 - Social media: LinkedIn (over 15,000 connections), Facebook, and Twitter
 - GovHR will provide you with a list of advertising options for approval

Phase III: Candidate Evaluation & Screening

Phase III will include the following steps:

- Review and evaluation of candidates' credentials considering the criteria outlined in the Recruitment Brochure
- Candidates will be narrowed down to those candidates that meet the qualification criteria
- Candidate evaluation process:
 - Completion of a questionnaire explaining prior work experience
 - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate
 - References (at least 2 references per candidate will be contacted at this time)
 - Internet/Social Media search conducted on each finalist candidate

All résumés will be acknowledged and inquiries from candidates will be personally handled by GovHR, ensuring that the Client's process is professional and well regarded by all who participate.

Phase IV: Presentation of Recommended Candidates

Phase IV will include the following steps:

- GovHR will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- GovHR will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" résumé for each candidate so that each candidate's credentials are presented in a uniform way.
- Client will receive a log of all applicants and may review résumés if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

GovHR will spend approximately 2 hours with the Client reviewing the recruitment report and providing additional information on the candidates.

Phase V: Interviewing Process & Background Screening

Phase V will include the following steps:

GovHR will:

- Develop the first and second round interview questions for your review and comment
- Coordinate candidate travel and accommodations
- Provide you with an electronic file that includes:
 - Candidates credentials
 - Set of questions with room for interviewers to make notes
 - Evaluation sheets to assist interviewers in assessing the candidate’s skills and abilities

Background screening will be conducted along with additional references contacted:

GovHR USA Background Screening	
✓ Social Security Trace & Verification	✓ County/Statewide Criminal
✓ U.S. Federal Criminal Search	✓ Civil Search
✓ Enhanced Verified National Criminal	✓ Bankruptcy, Leans and Judgements
- National Sex Offender Registry	✓ Motor Vehicle Record
- Most Wanted Lists FBI, DEA, ATF, Interpol	✓ Education Verification – All Degrees Earned
- OFAC Terrorist Database Search	Optional: Credit Report – Transunion with score (based on position and state laws)
- OIG, GSA, SAM, FDA	Optional:
- All felonies and misdemeanors reported to the National Database	Professional License Verification
	Drug Screen
	Employment Verification

GovHR will work with you to develop an interview schedule for the candidates, coordinating travel and accommodations. GovHR consultants will be present for all the interviews, serving as a resource and facilitator.

GovHR will coordinate a 2-Step Interview process. The first round interviews will include five or six candidates. The second round interviews will include two or three candidates. GovHR will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of Client facilities
- Interviews with senior staff

Phase VI: Appointment of Candidate

- GovHR will assist you as much as you request with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- GovHR will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Diversity, Equity & Inclusion in Recruitments

GovHR has a long-standing commitment to Equity, Diversity and Inclusion in all of our recruitment and selection processes. Since our firm's inception we have supported, with our time and financial resources, organizations that advance women and other underrepresented minorities in local government. These include the National Forum for Black Public Administrators, the Local Government Hispanic Network, The League of Women in Government and CivicPride.

GovHR President Heidi Voorhees was a keynote speaker at the first meeting of the WCMA Women's Leadership Seminar. Our employees and consultants all underwent Implicit Bias Training in the last year and we are frequent speakers on incorporating DEI values in recruitment and selection. We have a list of DEI resources on the front page of our website (<https://www.govhrusa.com/diversity-equity-and-inclusion-resources/>) that can be accessed by anyone who visits our website.

GovHR has formally partnered with the National Forum for Black Public Administrators' consulting arm, i4x, in several recruitment and selection processes throughout the country including Toledo, OH, Ft. Collins, CO, Ann Arbor, MI, Oakland, MI and Arlington, TX. Our partnership reflects our mutual commitment to advancing DEI values and increasing the diversity of local government leaders at the highest levels of the organization.

Project Timeline

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14
Phase I		Phase II				Phase III			Phase IV	Phase V		Phase VI	

Weeks 1 & 2	Phase 1: On Site Interviews & Brochure Development
Weeks 3 thru 6	Phase 2: Advertising, Candidate Recruitment & Outreach
Weeks 7 thru 9	Phase 3: Candidate Evaluation & Background Screening
Week 10	Phase 4: Presentation of Recommended Candidates
Week 11 & 12	Phase 5: Interview Process & Additional Background Screening
Weeks 13 & 14	Phase 6: Appointment of Candidate

Full Scope Recruitment – Price Proposal

Summary of Costs: Full Scope	Price
Recruitment Fee:	\$17,000
Recruitment Expenses: (not to exceed) <ul style="list-style-type: none"> ➤ Expenses include candidate due diligence efforts 	\$1,500
Advertising: <ul style="list-style-type: none"> *Advertising costs over \$2,500 will be placed only with client approval. If less than \$2,500, Client is billed only for actual cost. 	\$2,500*
Total:	\$21,000**

*We are carefully monitoring recommendations from the federal, state and local governments and working with clients on alternatives to in person meetings. We are fully operational and can work with you via video and by utilizing electronic files. If at the time of recruitment, COVID-19 restrictions are lifted and travel is possible, we are happy to attend meetings in person.

**Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the client for reimbursement to GovHR.

Possible in-person meetings could include:

1. Recruitment brochure interview process
2. Presentation of recommended candidates
3. Interview Process

Any additional consultant visits requested by the Client (beyond the three visits listed above) will be billed at \$125/hour; \$500 for a half day and \$950 for a full day. The additional visits may also result in an increase in the travel expenses and those expenses will be billed to the client.

This fee does not include travel and accommodations for candidates interviewed.

Payment for Fees & Services

Professional fees and expenses will be invoiced as follows:

1st Payment: 1/3 of the Recruitment Fee (invoice sent upon acceptance of our proposal).

2nd Payment: 1/3 of the Recruitment Fee and expenses incurred to date (invoice sent following the recommendation of candidates).

Final Payment: 1/3 of the Recruitment Fee and all remaining expenses (invoice sent after recruitment is completed).

Payment of invoices is due within thirty (30) days of receipt (unless the client advises that its normal payment procedures require 60 days.)

The GovHR Guarantee – Full Scope Recruitment

GovHR is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not make a selection from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. If additional advertising beyond the Phase I advertising is requested, client will be billed for actual advertising charges. Reimbursable expenses may be incurred should the recruitment process require consultant travel to the Client.

Upon appointment of a candidate, GovHR provides the following guarantee: should the selected and appointed candidate, at the request of the Client or the employee's own determination, leave the employ of the Client within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within six months of the employee's departure.

Limited Scope Recruitment – Scope of Services

GovHR offers Clients a "Limited Scope" recruitment process, designed for clients who require only partial assistance with a recruitment.

The first several components of a Limited Scope Recruitment Process and a Full Recruitment and Selection Process are similar. The consultant will:

- Meet with employees and other stakeholders
- Develop and place the position announcement on websites and on social media outlets
- Conduct outreach for candidates via personal and electronic contacts
- Review all resumes for fit for position
- Conduct video interviews.
- Complete two references for each finalist candidate
- Prepare an electronic Recruitment Portfolio that includes the information on the recommended candidates. This will be provided to the Client a few days in advance of a candidate presentation meeting.

At this point in the Limited Scope Recruitment process, GovHR involvement will be complete.

The key differences between the Limited Scope Recruitment Process and the Full Recruitment and Selection Process are:

- A Recruitment Flyer, instead of a full Brochure, will be prepared for the Limited Scope Recruitment. This flyer will be distributed as a .pdf file.
- GovHR will not conduct background investigations (court, credit, motor vehicle records checks, etc.)
- GovHR will not offer any guarantee regarding the selection and tenure of the candidates. GovHR will bill the client immediately after presentation of candidates and will not redo the recruitment and selection process if the Client is unsuccessful in hiring someone from the group of recommended candidates.
- Development of interview questions, second interview questions, and assistance with contract negotiations will be the responsibility of the Client.

Limited Scope Recruitment – Price Proposal

Summary of Costs: Limited Scope	Price
Recruitment Fee:	\$15,500
Advertising: *Advertising costs over \$2,500 will be placed only with client approval. If less than \$2,500, Client is billed only for actual cost.	2,500*
Total:	\$18,000**

*This fee does not include travel and accommodations for candidates interviewed.

We are carefully monitoring recommendations from the federal, state and local governments and working with clients on alternatives to in person meetings. We are fully operational and can work with you via video and by utilizing electronic files. If at the time of recruitment, COVID-19 restrictions are lifted and travel is possible, we are happy to attend meetings in person. For this reason, we have priced travel as a separate expense.

**Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at the time of request. Only actual expenses will be billed to the client for reimbursement to GovHR.

Possible in-person meetings could include:

1. Recruitment brochure interview process
2. Presentation of recommended candidates

Any additional consultant visits requested by the Client (beyond the three visits listed above) will be billed at \$125/hour; \$500 for a half day and \$950 for a full day. The additional visits may also result in an increase in the travel expenses and those expenses will be billed to the client.

Payment for Fees & Services

Professional fees and expenses will be invoiced as follows:

1st Payment: 1/2 of the Recruitment Fee (invoice sent upon acceptance of our proposal).

Final Payment: 1/2 of the Recruitment Fee and expenses incurred (invoice sent following the recommendation of candidates).

Payment of invoices is due within thirty (30) days of receipt.

Why Choose GovHR?

- We are a leader in the field of local government recruitment and selection with experience in more than 41 states, in communities ranging in population from 1,000 to 1,000,000. More than 28% of our clients are repeat clients showing a high level of satisfaction with our work. We encourage you to call any of our previous clients.
- We are committed to bringing a diverse pool of candidates to your recruitment process. We network extensively with state, city and county management associations, attending more than 20 state and national conferences each year. In addition, we support and attend the meetings of League of Women in Government, the Local Government Hispanic Network, National Forum for Black Public Administrators and Engaging Local Government Leaders.
- We conduct comprehensive due diligence on candidates. Before we recommend a candidate to you, we will have interviewed them via video, conducted reference calls, and news media and social media searches. Our knowledge of local government ensures that we can ask probing questions that will verify their expertise.
- We are your partners in this important process. You are welcome to review all the resumes we receive and we will share our honest assessment of the candidates.
- Our goal is your complete satisfaction. We are committed to working with you until you find the candidate that is the best fit for your position.

Qualifications

Please note the following key qualifications of our firm:

- Since our establishment in 2009, our consultants have conducted hundreds of recruitments in 41 states, with an increase in business of at least 30% each year. Twenty-eight (28%) of our clients are repeat clients, the best indicator of satisfaction with our services.
- Surveys of our clients show that 94% rate their overall experience with our firm as *Outstanding and* indicate that they plan to use our services or highly recommend us in the future.
- Our state-of-the-art processes, including extensive use of social media for candidate outreach and video interviews with potential finalist candidates, ensure a successful recruitment for your organization.
- Our high quality, thorough Recruitment Brochure reflects the knowledge we will have about your community and your organization and will provide important information to potential candidates.

Contract Signature Page

We believe we have provided you with a comprehensive proposal; however, if you would like a service that you do not see in our proposal, please let us know. We can most likely accommodate your request.

This proposal will remain in effect for a period of six months from the date of the proposal. We look forward to working with you on this recruitment and selection process!

City of Waukesha, Wisconsin agrees to retain GovHR USA, LLC (“GovHR”) to conduct a Finance Director Recruitment in accordance with its proposal dated December 27, 2021. The terms of the proposal are incorporated herein and shall become a part of this contract.

ACCEPTED:

City of Waukesha, Wisconsin

By: _____

Title: _____

Date: _____

Billing Contact: _____

Billing Contact Email: _____

GovHR USA, LLC

By: _____

Title: _____

Date: _____

PLEASE SELECT ONE:

Full Recruitment Service

Limited Recruitment Service

Optional Services

GovTemps USA

Need an Interim? GovTempsUSA, a subsidiary of GovHR USA, specializes in the temporary placement of positions in local government. The firm offers short-term assignments, in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their career.

Recorded One-Way Video Interview of Candidates

Candidates we recommend for your consideration can complete a one-way video interview with 3 to 5 questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview. Cost \$100 per candidate.

Leadership/Personality Testing

GovHR has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the client is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC and others. Depending on the evaluation type selected fees can range between \$100 to \$500 per candidate.

360° Evaluation

As a service to the Client, we offer the option to provide you with a proposal for a 360° performance evaluation for the appointed position at six months into his or her employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the Client feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, GovHR will prepare a proposal for this service.



LEE SZYMBORSKI



Lee Szymborski is a Senior Vice President with GovHR USA, working on both executive search and general management consulting assignments. He has more than 33 years of experience in local government administration.

Mr. Szymborski’s experience spans both Wisconsin and Illinois communities. Mr. Szymborski served more than 15 years as City Administrator in Mequon, Wisconsin. Mequon is a full service city with \$30 million in combined budgets, and more than 170 employees serving 23,000 residents. He also worked for the City of Wauwatosa and Milwaukee County. In Illinois, he served for 12 years as Assistant Village Manager in Buffalo Grove.

Mr. Szymborski’s track record points to a results-oriented approach to municipal government management. That is demonstrated by his work including the purchase of a \$14 M private water utility that has seen its customer base increase under city ownership (Mequon); reorganizing city departments and reducing workforce costs in an organizationally sensitive manner (Mequon); spearheading a 10-community oversight committee to secure the startup of commuter rail service (Metra) on the WI Central railway (Buffalo Grove); and repurposing TIF funds to provide incentives that secured a \$16 M mixed-use development in Mequon’s Town Center. He is additionally skilled in budgeting, personnel administration, community engagement efforts and strategic planning.

Lee’s experience in recruiting key staff extends back to his management roles in both Buffalo Grove and Mequon. In Buffalo Grove, he handled all aspects of recruiting the management team. During his time in Mequon, Mr. Szymborski recruited all members of the City’s management team.

His recent searches include City Manager, City Administrator and department head positions for communities throughout the Midwest and East Coast. He has done management studies and strategic plans for several Wisconsin, Illinois and Missouri communities, professional associations and councils of government. He has also been part of GovHR USA’s classification and compensation studies in several Wisconsin, Illinois, Minnesota and Massachusetts communities.

PROFESSIONAL EDUCATION

- Master of Science degree in Urban Affairs, University of Wisconsin - Milwaukee
- Bachelor of Arts in Political Science, University of Wisconsin – Milwaukee

PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Speaker at state City Management Association meetings in Wisconsin, Illinois and Missouri
- Former Adjunct Instructor at Upper Iowa University - Milwaukee Center and Concordia University Wisconsin
- Published articles in Public Management Magazine, Milwaukee Journal Sentinel

AWARDS

- Mequon – Thiensville Chamber of Commerce’s Distinguished Service Award

MEMBERSHIPS AND AFFILIATIONS

- Mequon Police and Fire Commission
- Mequon-Thiensville Sunrise Rotary Club
- Board of Directors for the Mequon Nature Preserve
- International City/County Management Association
- Wisconsin City/County Management Association
- Former President Illinois Association of Municipal Management Assistants
- Former President Mequon-Thiensville Sunrise Rotary Club

PROFESSIONAL BACKGROUND

Over 33 Years of Experience in Local Government Administration

- City Administrator, Mequon, WI 1999-2014
- Assistant Village Manager, Buffalo Grove, IL 1987-1999
- Milwaukee County and City of Wauwatosa, WI 1980-1986





Finance Client List

<i>STATE</i>	<i>CLIENT</i>	<i>POSITION</i>	<i>POPULATION</i>	<i>YEAR</i>
Alabama	Decatur	Asset Management Specialist (Professional Outreach)	54,844	2019
Alaska	Seward	Finance Director (Professional Outreach)	2,693	2021
	Unalaska	Finance Director	4,768	2016
		Finance Director (Virtual)	4,768	2019
California	California (Confidential)	Sr. Vice President of Revenue Enhancement	Multi	2019
Colorado	Englewood	Finance Director	34,957	2020
	Mountain Village	Finance Director	1,840	2021
	Wellington	Finance Director	11,500	2020
Florida	Pinellas County	Director of Office of Management and Budget	970,600	2021
Illinois	Barrington	Director of Financial Services	10,455	2020
	Bensenville	Finance Director (Professional Outreach)	20,703	2019
	Bloomington	Budget Manager (Professional Outreach)	78,005	2017
		Chief Accountant (Professional Outreach)	78,005	2017
	Bradley	Finance Director/Treasurer (Virtual)	15,344	2018
	Buffalo Grove	Deputy Director of Finance & General Services (Virtual)	42,909	2020
				2021
		Finance Director	42,909	2019
	Collinsville	Chief Financial Officer	25,838	2020
		Finance Director	25,838	2018
	DeKalb Sanitary District	Assistant to the Manager/Finance	42,579	2012
	Elgin	Chief Financial Officer	108,000	2014
	Glen Ellyn	Finance Director	27,000	2014
	Glencoe	Finance Director	8,900	2018
	Hanover Park	Finance Director	38,510	2015
	Hawthorn Woods	Chief Financial Officer	7,663	2020
	Highland Park	Finance Director	31,365	2012
				2014
	Hinsdale	Finance Director (Professional Outreach)	17,631	2021
	Intergovernmental Risk Management Agency	Finance Director	Multi	2020
	La Grange Park	Director of Finance	13,579	2013
	Lake Bluff	Finance Director	5,700	2017
	Lake County	Controller (Professional Outreach)	703,462	2021



Finance Client List

<i>STATE</i>	<i>CLIENT</i>	<i>POSITION</i>	<i>POPULATION</i>	<i>YEAR</i>
		Deputy Finance Director	703,462	2016
	Lake Forest	Finance Director	19,375	2012
	Lincolnwood	Finance Director (Virtual)	12,590	2021
	Lisle	Finance Director	23,440	2019
	McHenry County	Assistant Finance Director	309,000	2019
		Assistant Finance Director (Professional Outreach)	309,000	2018
		Director of Finance	309,000	2019
		Director of Finance & Administration (Virtual)	309,000	2019
	Metra	Chief Financial Officer	2,700,000	2021
	Park Forest	Finance Director	21,975	2017
	Park Ridge	Finance Director	37,496	2021
	Peoria	Finance Director	115,234	2021
	Peoria County	Chief Financial Officer	370,000	2010
				2021
	Richton Park	Finance Director (Professional Outreach)	13,409	2021
	River Forest	Assistant Finance Director	11,635	2015
		Director of Finance	11,635	2018
	Rockford	Finance Director	152,871	2011
	St. Charles	Finance Director	33,264	2021
	St. Clair Shores	Finance Director/Treasurer (Professional Outreach)	59,984	2021
	Villa Park	Finance Director (Virtual)	22,038	2021
	Wauconda	Finance Director	14,125	2014
	Winnetka	Assistant Finance Director (Virtual)	12,417	2018
		Finance Director	12,417	2015
	Wood Dale Park District	Director of Finance & Administration (Virtual)	13,945	2017
Indiana	Lake County	Finance Director	496,314	2019
Iowa	Marion	Budget Manager (Professional Outreach)	30,000	2018
Maine	Biddeford	Finance Director (Virtual)	21,277	2021
Michigan	Adrian	Finance Director (Professional Outreach)	20,676	2019
	Ferndale	Finance Director (Virtual)	20,428	2021
	Grand Rapids	Financial Systems Administrator (Virtual)	200,217	2019
	Kent County	Director of Fiscal Services	636,369	2019
Minnesota	Burnsville	Finance Director	60,000	2021
	Waite Park	Finance Director	7,700	2021



Finance Client List

<i>STATE</i>	<i>CLIENT</i>	<i>POSITION</i>	<i>POPULATION</i>	<i>YEAR</i>
Nebraska	LaVista	Finance Director	18,336	2014
Ohio	Cleveland Heights	Finance Director	46,238	2019
	Toledo	Director of Finance	272,780	2021
Pennsylvania	Centre County	Chief Financial Officer	158,172	2021
Texas	Garland	Managing Director of Finance	233,206	2011
Virginia	Chesapeake	Controller of Debt & Strategy Planning (Virtual)	245,000	2020
Washington	Issaquah	Chief Financial Officer	39,378	2021
West Virginia	Bridgeport	Finance Director	8,582	2021
Wisconsin	Beloit (City)	Finance & Administrative Services Director	36,966	2014
	Calumet County	Finance Director	50,100	2021
	Cottage Grove	Finance Director	7,663	2021
	Dunn County	Chief Financial Officer	44,806	2021
	Janesville	Clerk-Treasurer	63,588	2021
	Jefferson County	Finance Director (Virtual)	84,395	2017
	Middleton	Finance Director	17,422	2015
	Milton	Finance Director/Treasurer	5,546	2014
	Oak Creek	Assistant City Administrator/Comptroller	35,243	2020
		Assistant Comptroller (Professional Outreach)	35,243	2019
	Oshkosh	Assistant Finance Director	66,700	2018
		Finance Director	66,700	2013
	Portage	Finance Director/Treasurer (Professional Outreach)	10,500	2021
	Rib Mountain	Clerk/Treasurer	6,825	2014
				2017
	Sheboygan	Finance Director	48,327	2021
	Waukesha	Finance Director	72,489	2020
	Wauwatosa	Director of Finance	47,000	2010