

**VILLAGE OF VERNON HILLS
ORDINANCE 2021-007**

AN ORDINANCE AUTHORIZING APPROVAL OF AN EMPLOYEE RECRUITMENT SERVICES CONTRACT WITH GOVHR USA TO ASSIST WITH VILLAGE MANAGER RECRUITMENT AND SELECTION PROCESS

WHEREAS, all professional service engagements, which require the expenditure of over \$25,000, require Board of Trustee approval; and

WHEREAS, with the announced pending retirement of Village Manager, Mark Fleischhauer, the Village Board has determined that GovHR USA of Northbrook, IL, is well suited to assist the Village with the Village Manager recruitment and selection process.

NOW THEREFORE BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS, LAKE COUNTY, ILLINOIS:

That the Village Manager is authorized to execute the contract as set forth in Exhibit A to commit the Village to make payments to GovHR USA of Northbrook, IL, in an amount not to exceed \$20,500 for the employee recruitment services related to the Village Manager recruitment and selection process.

Dated the 5th of January 2021

Adopted by roll call vote as follows:

AYES: 7 – Byrne, Schultz, Oppenheim, Takaoka, Koch, Marquardt, Forster

NAYS: 0 - None

ABSENT AND NOT VOTING: 0 - None



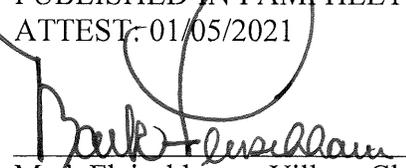
Roger L. Byrne, Village President

PASSED: 01/05/2021

APPROVED: 01/05/2021

PUBLISHED IN PAMPHLET FORM: 01/05/2021

ATTEST: 01/05/2021



Mark Fleischhauer, Village Clerk



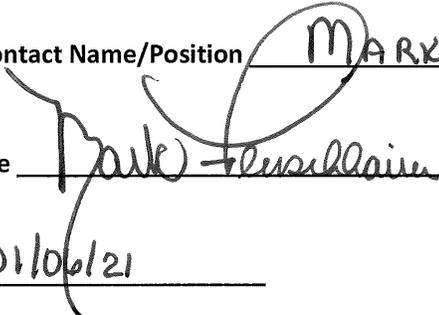
Signature Page

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!

Client Name/Organization VILLAGE OF VERNON HILLS

Client Contact Name/Position MARK FLEISCHHAUER - VILLAGE MGR

Signature 

Date 01/06/21

Billing Contact S/A

Billing Contact Email mfleischhauer@vhills.org

EXHIBIT A

GovHR USA Contract dated December 10, 2021



Village of Vernon Hills, Illinois

Village Manager

Recruitment Proposal

December 9, 2020



GovHR USA

GovTEMPS USA

630 Dundee Road

Suite 130

Northbrook, IL 60062

847-380-3240

info@GovHRusa.com

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About Us

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 processes.

GovHR is a public management consulting firm serving local government clients and other public-sector entities across the country. 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. Please note the following key qualifications of our firm:

- Since our establishment in 2009, our consultants have conducted more than 700 recruitments in 38 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 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.
- We are committed to providing you with a pool of candidates that reflects the diversity of your community. We support the following organizations with our time as well as provide financial resources: National Forum for Black Public Administrators, Local Government Hispanic Network, League of Women in Government and Engaging Local Government Leaders.

About the Owners

GovHR is led by Heidi Voorhees, President, and Joellen Cademartori, Chief Executive Officer.

Ms. Voorhees has conducted more than 250 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 the 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. She has worked in Massachusetts, North Carolina, and Illinois.

Our Team

Recruitment Consultant & Main Point of Contact:

Kathleen Rush
Vice President
847-380-3240
KRush@GovHRusa.com

Joellen J. Cademartori
Chief Executive Officer
847-380-3239
JCademartori@GovHRusa.com

Proposal Inquiry:

Laurie Pederson
Administrative Services Director
847-380-3198
LPederson@GovHRusa.com

GovHR Owners:

Heidi J. Voorhees
President
847-380-3243
HVoorhees@GovHRusa.com

Joellen J. Cademartori
Chief Executive Officer
847-380-3239
JCademartori@GovHRusa.com

References

The following references can speak to the quality of service provided by GovHR.

Oak Park, Illinois

Ms. Cara Pavlicek
Village Manager
Village of Oak Park
123 Madison
Oak Park, Illinois 60302
708-358-5770
cpavlicek@oak-park.us

Recruitments conducted:
Assistant Village Manager/HR Director, 2019
Assistant Dir. Of Dev./Customer Services, 2017
Human Resources Director, 2013

Lake Bluff, Illinois

Drew Irvin, Village Administrator
40 East Center Ave.
Lake Bluff, IL 60044
847-234-0774
dirvin@lakebluff.org

Recruitments conducted:
Finance Director, 2018
Assistant to the Village Administrator, 2016
Village Engineer, 2015
Chief of Police, 2013

Barrington, Illinois

Village President Karen Darch
Village Hall
200 S. Hough Street
Barrington, IL 60010
(847) 544-8031
kdarch@barrington-il.gov
Scott Anderson
Village Manager
847-304-3444
sanderson@barrington-il.gov

Recruitments conducted:
Finance Director, 2020
Fire Chief, 2020
Village Manager, 2018

Scope of Services – Full Scope Recruitment

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

One-on-one or group interviews will be conducted with stakeholders identified by the client to develop the Recruitment Brochure. We have a variety of other options for gathering input:

- Dedicated email and surveys to obtain feedback from stakeholder groups
- Public Forums conducted by our consultants

A combination of the above items can be used to fully understand community and organizational needs and expectations for the position.

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 send an email blast to thousands of potential candidates.

Phase II will include the following:

- GovHR consultants will personally identify and contact potential candidates in person, via email, and also via telephone.
- 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.



Scope of Services - Continued

- Placement of the Position Announcement in appropriate professional online publications:
 - Public sector publications & websites
 - Social media
 - LinkedIn (over 15,000 connections)
 - Facebook
 - Twitter
 - Instagram
- 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 file which contains the candidates' materials 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.

Scope of Services - Continued

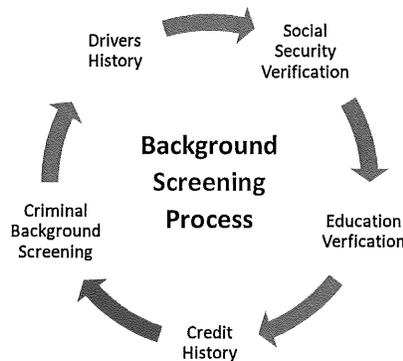
Phase V: Interviewing Process & Background Screening

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 interview books that include:
 - 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:



*Per state and federal regulations

GovHR will work with you to develop an interview schedule for the candidates, coordinating travel and accommodations. GovHR consultants, if requested, 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:

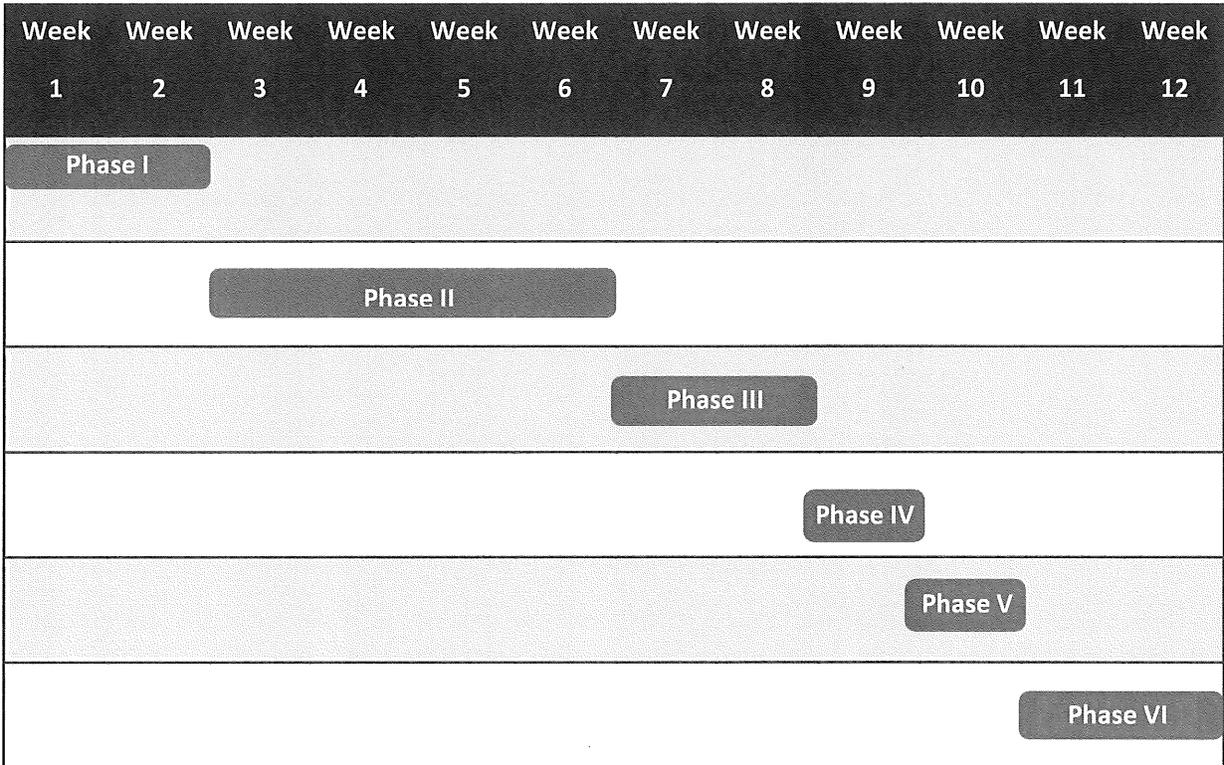
- Tour of client facilities
- Interviews with senior staff

Scope of Services - Continued

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.

Project Timeline



- Weeks 1 & 2 Phase 1: On Site Interviews & Brochure Development
- Weeks 3 thru 6 Phase 2: Advertising, Candidate Recruitment & Outreach
- Weeks 7 & 8 Phase 3: Candidate Evaluation & Background Screening
- Week 9 Phase 4: Presentation of Recommended Candidates
- Week 10 Phase 5: Interview Process & Additional Background Screening
- Weeks 11 & 12 Phase 6: Appointment of Candidate

Full Scope Recruitment – Price Proposal

Summary of Costs:

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, \$100 per trip (up to 3 trips) for travel will be charged.

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.

Recruitment Fee:	\$16,500
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Recruitment Expenses:	
Expenses include candidate due diligence efforts	\$1,500
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Advertising:	
Advertising costs over \$2,500 will be placed only with client approval. Client is billed only for actual cost.	\$2,500
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Total:	\$20,500**

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

Payments 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).

Recruitment expenses will be itemized in detail. Payment of invoices is due within thirty (30) days of receipt

Guarantee

GovHR Guarantee

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 advertisements only. This request must be made within six months of the employee's departure.

Why Choose GovHR?

- We are a leader in the field of local government recruitment and selection with experience in more than 38 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 interview them via video, conducted reference calls, and 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.

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!

Client Name/Organization _____

Client Contact Name/Position _____

Signature _____

Date _____

Billing Contact _____

Billing Contact Email _____

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.



KATHLEEN F. RUSH



Kathleen F. Rush has over 30 years experience as a local government management professional including Woodridge and Riverside, Illinois. She is known for her extensive professional network.

From 2009 until 2017, Ms. Rush served as the Village Administrator in Woodridge, a progressive, vibrant, diverse community in south central DuPage County. During her tenure in Woodridge, Ms. Rush was responsible for an approximate \$44.5 million budget and 126 full-time employees. During her tenure in Woodridge award-winning intergovernmental cooperation and regional service, arrangements were initiated. She participated extensively at a leadership level in regional and County-wide agencies ensuring the implications of decisions were considered during decision making. Advancement of internal support systems were championed.

Ms. Rush served as the Village Manager In Riverside, Illinois (a national historic landmark) from 1998 to 2009. Riverside is a unique, small town with a high demand for resident service and attention to historic preservation. Designed by Frederick Law Olmsted, designer of Central Park, NY, the Village of Riverside presented a unique set of challenges and projects. The community is known for its significant amount of open space, distinctive zoning and curvilinear streets. The community retains its historic character that essentially has been unchanged since 1879. The community is part of the National Park Service inventory of designated landmarks. Significant financial challenges offered an opportunity for innovated financial solutions. Capital project financing, operational reductions and increased service demands were a focus. Significant water, street, sewer, forestry projects were completed. Significant grant funding and partnership with the National Park Service assisted in the financial undertakings. The Village of Riverside provided parks/recreation and fire services in addition to the primary Village operations.

Prior to serving in the Manager's role in Riverside, Ms. Rush did serve as the Assistant Village Administrator in Woodridge where she was responsible for human resources, information technology, purchasing, agenda management, community relations, special events and Village Board support. She served as the acting Director of Public Works and served as the project manager during the construction of a new Village Hall.

PROFESSIONAL EDUCATION

- Graduate Degree in Public Administration, Northern Illinois University
- Bachelor of Science in Political Science, Northern Illinois University

- Illinois City/County Manager's Association, Former President
- Illinois Municipal Management Assistants Association, Former President
- Intergovernmental Risk Management Agency, Former Chairperson
- DuPage Mayors and Managers Association, Executive Board and Transportation Committee - Former Chairperson

PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- ILCMA, panelist at various conferences
- IAMMA, panelist at various conferences
- The Legacy Project, Panelist 2017 Annual Conference and luncheon speaker

PROFESSIONAL BACKGROUND

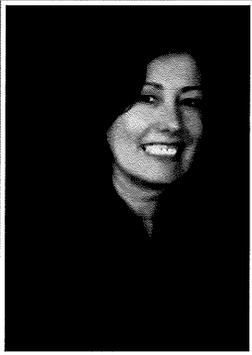
Over 30 years' experience as a local government management professional

- Village Administrator, Village of Woodridge, IL 2009 – 2017
- Village Manager, Village of Riverside, IL 1998 – 2009
- Assistant Village Administrator, Woodridge, IL 1985 – 1998

MEMBERSHIPS AND AFFILIATIONS

- DuPage Credit Union, Former Board member and Secretary
- DuPage Federation on Human Services Reform, Board of Directors - Vice Chairperson
- Northern Illinois University division of Public Administration, Board of Advisor's - Former President





Joellen Cademartori



Joellen Cademartori is the chief executive officer and co-owner of GovHR USA and has nearly 30 years of cumulative experience working in the public sector as a municipal leader, and in human resources and management consulting. Joellen’s exceptional communication style has enabled her to develop and maintain strong relationships with her peers, elected and appointed officials, and

The public sector human resources and management projects Joellen has worked on have earned her respect in local governments across the country. Due to her commitment and dedication to local government, she is known an industry leader in executive recruiting, interim staffing, in addition to human resources and management consulting work.

Throughout her career, Joellen has been privileged to serve on numerous local, state and national committees. A personal and professional highlight for her was being on the International City/County Management Association (ICMA) Executive Board as a representative from the Northeast Region. Joellen regularly speaks in front of groups, and writes about a variety of local government topics, which include organizational analysis, generational diversity, succession planning, performance management, resume development and interviewing skills and techniques. She is dedicated to developing the next generation of managers and remains passionate about excellence in local government.

PROFESSIONAL EDUCATION

- Master of Public Administration, Northeastern University, Boston, MA
- Bachelor of Economics, Worcester State College, MA
- Senior Executive institute, Leading, Education & Developing (LEAD) Program, University of Virginia, Weldon Cooper Center for Public Service

PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Executive Recruiter Panel – Investing in the Next Generation of Leaders, NFBPA – Emerge 2020
- Re-Evaluating Your Employee Evaluation, MMA 2020
- Succession Planning for the Public Sector Webinar, NPELRA 2020
- What Does it Take – Landing Leadership Positions, ICMA 2019
- Achieving Your Leadership Potential Thinking Strategically About the Next Steps in Your Career, NFBPA 2019
- Succession Planning tips to Achieve Unity Through Diversity, MMA 2019
- Putting Your Best Foot Forward – Interview Skills for Women, including Posture, Presence and Bias, WCMA Women’s Leadership Seminar 2018
- Tips for a Successful Recruitment Process – MMA 2018
- Hire Hard, Manage Easy – Tips for Getting the Best Employees, IPELRA 2018
- Achieving Your Leadership Potential: Thinking Strategically About the Next Steps in Your Career, LGHN 2018

MEMBERSHIPS AND AFFILIATIONS

- International City and County Management Association (ICMA), Member
- ICMA – Task Force on Deputy/Assistant Managers 2017-2018, Current Member
- Illinois City and County Management Association (ILCMA), Current Member
- ICMA - Task Force on Women in the Profession 2012 – 2014, Member
- ICMA - Conference Planning Committee 2010 – 2011, Chair

PROFESSIONAL BACKGROUND

24 Years of Local Government Leadership and Management

- Evanston, IL
 - Director of Administrative Services 2009-2011
 - Director of Human Resources 2007-2009
- Catawba County, NC
 - Assistant County Manager 2004-2007
- Barnstable, MA
 - Assistant Town Manager 2000-2003
- Yarmouth, MA
 - Assistant Town Administrator 1993-2000
- Northborough, MA
 - Assistant Town Administrator 1992-1993
 - Acting Town Administrator 1991
 - Administrative Asst. to the Town Admin 1988-1990
- Holden, MA
 - Intern 1987

[Click here to view full biography at GovHRusa.com](http://GovHRusa.com)





Illinois City Management Client list

TYPE	STATE	CLIENT	POSITION	POPULATION	YEAR	
City Management	Illinois	Algonquin	Village Manager	30,947	2012	
		Arlington Heights	Village Manager	75,525	2014	
		Barrington	Village Manager	10,455	2018	
		Bensenville	Village Manager	20,703	2015	
		Bloomington	City Manager	78,005	2018	
		Buffalo Grove	Village Manager	42,909	2010	
		Carbondale	City Manager	25,092	2011	
		Cary	Village Administrator	18,713	2011	
		Centralia	City Manager	13,000	2020	
		Clarendon Hills	Village Administrator	8,572	2014	
			Village Manager	8,572	2010	
		Crest Hill	City Administrator	20,837	2015	
		Decatur	City Manager	76,178	2014	
					2018	
				Deputy City Manager	76,178	2019
		DeKalb	City Manager	44,862	2013	
					43,849	2018
		Dixon	City Manager	18,601	2015	
		East Moline	City Administrator	21,300	2011	
					2016	
		East Peoria	City Administrator	23,503	2016	
		Effingham	City Administrator	12,384	2010	
					12,577	2018
		Elmhurst	City Manager	43,300	2010	
		Fox Lake	Village Administrator	10,550	2013	
		Freeport	City Manager	25,000	2017	
		Galesburg	City Manager	33,706	2010	
		Geneseo	City Administrator (Virtual)	6,500	2019	
		Glen Ellyn	Assistant Village Manager	27,000	2013	
				Village Manager	27,000	2010
		Glencoe	Assistant Village Manager	8,723	2015	
				Village Manager	8,723	2013
Hanover Park	Village Manager	38,510	2012			
Highland Park	City Manager	31,365	2011			
Hinsdale	Village Manager	16,816	2013			
Homer Glen	Village Manager	24,220	2011			
Homewood	Assistant Village Manager (Virtual)	19,464	2017			
Inverness	Village Administrator	7,400	2013			
Joliet	City Manager	147,500	2013			



Illinois City Management Client list

TYPE	STATE	CLIENT	POSITION	POPULATION	YEAR	
City	Illinois	Joliet	City Manager	147,500	2017	
		Kenilworth	Village Manager	2,562	2012	
		La Grange	Assistant Village Manager (Virtual)	15,732	2017	
		La Grange	Village Manager	15,732	2017	
		La Grange Park	Assistant Village Manager	13,579	2020	
		Lake Bluff	Assistant to the Village Manager	5,700	2016	
		Lake Forest	City Manager	19,375	2018	
		Lake Villa	Village Administrator	8,774	2013	
		Lake Zurich	Village Manager	19,631	2015	
		Libertyville	Village Manager	20,431	2016	
		Lincoln	City Administrator	14,500	2014	
				Assistant Village Manager/Community Development		
			Lincolnshire	Director	7,500	2016
				Village Manager	7,500	2012
			Lindenhurst	Village Administrator	14,468	2017
			Lombard	Village Manager	43,165	2013
			Marengo	City Administrator	7,614	2011
			Mettawa	Part-time Village Administrator	500	2010
			Mokena	Village Administrator	19,042	2015
			Moline	City Administrator	43,100	2017
			Monmouth	City Administrator	9,444	2014
			Morton Grove	Village Administrator	23,500	2011
			Mt. Prospect	Village Manager	54,771	2015
			Mundelein	Village Administrator	31,385	2020
			New Lenox	Village Administrator	25,000	2011
			Normal	City Manager	54,264	2017
			Oak Brook	Village Manager	7,883	2014
				Assistant Village Manager/Human Resources Director		
			Oak Park		52,000	2019
			Orland Park	Village Manager	60,000	2016
						2019
			Pekin	City Manager	33,223	2016
			Pingree Grove	Village Manager	10,000	2020
	Princeton	City Manager	7,700	2011		
	Princeton	City Manager	7,700	2019		
	River Forest	Village Administrator	11,635	2010		
	Rock Island	City Manager	39,684	2011		
	Savoy	Village Administrator (Virtual)	8,607	2020		
	Schiller Park	Village Manager	11,870	2015		



Illinois City Management Client list

TYPE	STATE	CLIENT	POSITION	POPULATION	YEAR	
City	Illinois	Shorewood	Village Administrator	17,495	2018	
		Skokie	Village Manager	65,000	2013	
		Tinley Park	Village Manager	58,000	2013	
		Volo	Village Administrator	3,300	2013	
		Washington	City Administrator	15,700	2015	
		Wauconda	Village Administrator	13,758	2013	
						2017
		Willowbrook	Village Administrator	8,967	2019	
		Winnetka	Assistant Village Manager	12,422	2019	
		Woodridge	Village Administrator	32,971	2017	