

**Item #4:**

**Presentation: Review Of Village Finances**  
**Stan Helgerson & David Richardson - Resumes**

Stan W. Helgerson, CPFO

**PROFESSIONAL OBJECTIVE**

To utilize my financial management knowledge and experience to assist local government jurisdictions to achieve their goals and address their challenges.

**EMPLOYMENT**

**Finance Director - Village of Carol Stream June 1985 to 2010**

Responsible for the accounting, budget preparation and implementation, cash and debt management, and the data processing function. Significant Accomplishments:

Developed and managed the budgets successfully during the worst recession since the Great Depression without having to implement layoffs or institute the Village's first property tax.

Developed a financing plan to pay back a \$10 million loan from the Illinois EPA for an expansion of the Village's Water Reclamation Center that resulted in a savings of approximately \$3 million and no rate increase.

Implemented a lock-box system for the processing of water bill payments, where the data is returned to the Village via the Internet and then up-loaded to the computer system where it automatically updates the customer's files resulting in a "paperless" billing system. Have also implemented an internet payment system for utility bills.

Refinanced Carol Stream's 1990 TIF bonds resulting in a savings of 10.15% (a net present value savings of \$772,104). The refinancing bonds were insured by MBIA so they were assigned a "AAA" rating – the first TIF issue in Illinois to receive such a rating.

First general purpose municipality in Illinois to implement GASB 34. The Village fully implemented 3 years early.

Defeased the Carol Point Tax Increment Financing bonds 13 years early.

Implemented an ACH payment system for water bills of which 21.5% of our customers are utilizing this method of payment.

Designated a Certified Public Finance Officer by the GFOA in 2001.9.

Received the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" for the past twenty-three years.10.

Received the GFOA's "Distinguished Budget Presentation Award" for the past twenty-two years.

## **MAJOR ACCOMPLISHMENTS**

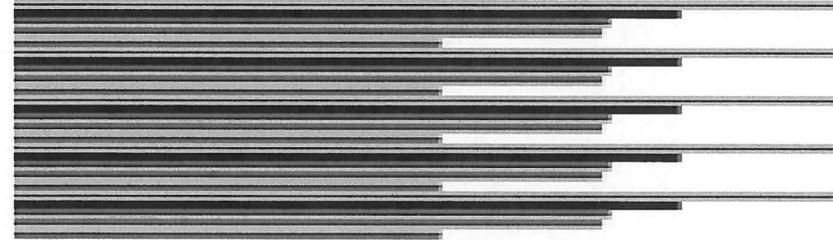
### **Finance Activities**

Directed and managed a finance department staff of ten employees.

Developed and administered a \$40 million annual operating and capital budget.

Directed the operations of an automated financial accounting and reporting system.

Coordinator and staff liaison for all municipal audits.



Developed and implemented long-term financing plans for several major capital improvement projects that included the issuance of various debt instruments.

Directed a \$50 million cash and investments portfolio.

Prepared the annual property tax levy and abatement ordinances.

Developed financial management policies that are updated annually by the Board.

Successfully applied for and received GFOA's Award for Excellence in Financial Reporting as well as the Distinguished Budget Presentation Award since 1989.

### **Management Activities**

Performed the duties of Acting Village Manager for seven months in 1988, two months in 1990 and five months in 1992 while the Board recruited a new Manager.

Member of the management team in labor negotiations.

Key contributor in developing the Village's pay plans and related benefit packages.

Key contributor in the economic development process in structuring and evaluating tax abatement incentives.

Participant in annual goal setting retreats to establish Village Board policy statements.

Primary communicator with the Press on finance related issues.

**Insurance Activities**

Coordinated membership in three intergovernmental insurance pools for health, liability and excess insurance coverages.

Actively participated as an executive committee member on each of the insurance pool's Board of Directors.

Established the Safety Committee responsible for reviewing claims and developing safety improvement programs and guidelines.

**Special Projects**

Staff coordinator for the construction of a municipal nine-hole golf course. Prepared numerous financial projections to help determine the financial feasibility of the project.

Task Force Chairman for assessing the long-term computer needs of the community.

Worked closely with a neighboring municipality in developing a joint request for proposal for refuse and recycling services that resulted in a 15% service fee reduction.

**Community Service**

Past President of the Elgin St. Edward High School Foundation.

Past Vice-Chair of the Elgin St. Edward High School Council of Administration.

Staff Liaison to the Village of Streamwood's Veterans Commission.

Treasurer of Streamwood Summer Celebration, Inc., an annual community festival.

**EDUCATION AND CERTIFICATIONS**

**Roosevelt University**, Schaumburg, Illinois – 1994. Masters Degree (with Honors) in Public Administration.

**Illinois State University**, Normal, Illinois – 1977. Bachelor of Science Degree with a major in Accounting and a minor in Business Administration.

**Waubensee Community College**, Sugar Grove, Illinois – 1975. Associates Degree in Accounting.

**Pertinent Certifications**

Certified Public Accountant certificate achieved in 1980.

Illinois Certified Government Finance Officer status achieved in 1997.

Certified Public Finance Officer certificate awarded by the Government Finance Officers Association of the United States and Canada in 2001.

**PROFESSIONAL AFFILIATIONS**

Government Finance Officers Association (GFOA)

Illinois Government Finance Officers Association (IGFOA), currently Legislative Committee Chairman and Past Chairman of the Career Development Committee

IGFOA's Chicago Metro Chapter, Past President of the Executive Board

American Institute of Certified Public Accountants (AICPA)

Illinois Certified Public Accounting Society (ICPA)



PROFESSIONAL RESUME  
**DAVID A. RICHARDSON**  
**CAREER OBJECTIVE**

To provide interim and part-time financial policy and management services.

**SUMMARY OF QUALIFICATIONS**

Thirty-four years of progressive experience in governmental accounting and finance.

Exceptional leadership skills utilizing a participative management style.

Twenty-seven years of management experience within a Department of Finance and fourteen total months as Acting Village Manager.

Proven public speaking experience as a college teacher and instructor at various Illinois Government Finance Officers Association and Illinois Municipal League functions.

Executive Board experience in various intergovernmental cooperatives and a local secondary education institution.

Excellent rapport with all stakeholders including residents, businesses, elected officials, staff, unions and the press.

**EMPLOYMENT EXPERIENCE**

**Director of Finance**, Village of Streamwood, Illinois (population 39,417) – 1984 to 2011. Streamwood is a home rule suburb of Chicago located in northwest Cook County and operates under the Council/Manager form of government.

**Audit Manager**, Karrison & Byrne, Certified Public Accountants, Wheaton, Illinois – 1977 to 1984. Major clients included the City of Evanston, City of Wheaton, Village of Wheeling and several other Illinois municipalities.

**Accounting Instructor**, Elgin Community College, Elgin, Illinois – 1981 to 1983. Instructed courses in managerial accounting.

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## **PROFESSIONAL PARTICIPATION**

1. Member of GFOA's Executive Board (2004 – 2007).
2. Instructor, GFOA's "Banking Relations" and "Treasury Management" seminar
3. Moderator, "Getting the Biggest Bang for Your Banking Buck", 2003 GFOA Annual Conference.
4. Instructor, "Investing and Cash Management", 2003, Minnesota Clerk's Association.
5. Moderator/Speaker, "Safekeeping Your Deposits", 2002, GFOA Annual Conference.
6. Moderator/Speaker, "Cash Management Issues for Small Government", GFOA Annual Conference – Nashville.
7. Instructor, "State Treasurer's Symposium on Cash Management"
8. Guest Lecturer, IIT and UIC.

## **EDUCATION**

Northern Illinois University, DeKalb, Illinois Bachelor of Science in Finance, Minor in Accountancy - 1975 GFOA's Advanced Government Finance Institute

## **ASSOCIATIONS**

Government Finance Officers Association (GFOA) Illinois GFOA Chicago-Metro GFOA Past Chair of GFOA's Standing Committee on Cash Management Committee Illinois GFOA Past President Chicago-Metro GFOA Past President Member of GFOA's Nominating Committee Member of State Treasurer Topinka's "Task Force on Collateralization"  
Member of Advisory Committee to the Department of Insurance – Pension Division