

## LEADERSHIP EXPERIENCE

### Municipal Leadership

#### **Village of Sharon, Wisconsin**

##### **Interim Village Administrator / Treasurer / Clerk**

Led the village through a period of administrative transition while maintaining full municipal services during the COVID-19 pandemic.

Key initiatives included:

- Planning and implementing sewer and wastewater infrastructure upgrades
  - Securing USDA infrastructure financing
  - Resolving regulatory compliance issues
  - Creating a new Tax Increment District
  - Negotiating developer and utility agreements
  - Increasing public transparency
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#### **Halfmoon Township, Pennsylvania**

##### **Township Manager / Treasurer / Secretary / HR Director**

Directed municipal operations including planning, finance, infrastructure, and community development.

Key accomplishments included:

- Managing a municipal operating budget of approximately \$2 million
  - Coordinating regional services including fire protection, EMS, and transportation
  - Securing more than \$1 million in grants for parks and conservation
  - Partnering with Penn State sustainability initiatives
  - Protecting more than 2,500 acres through conservation easements
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#### **Village of Taos Ski Valley, New Mexico**

##### **Village Administrator / Finance Director**

Managed municipal administration and financial operations.

Secured approximately **\$2 million in grant funding** for water and infrastructure improvements.

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## **City of Ravenna, Nebraska**

### **City Manager / Finance Director**

Directed municipal operations with responsibility for a **\$10 million municipal budget**.

Secured approximately **\$3 million in funding** for economic development and infrastructure projects.

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### **Major Funding & Development Initiatives**

Throughout her municipal and civic leadership roles, Susan has secured and administered significant public and private funding supporting infrastructure, economic development, environmental protection, and community revitalization projects.

Examples include:

- \$10 million Tax Increment Financing redevelopment agreement
- \$8 million USDA wastewater infrastructure financing
- \$3 million water infrastructure improvements
- \$1 million housing initiative funding
- \$500,000 economic development grant
- \$500,000 trail development funding
- \$287,000 housing rehabilitation grants

In addition, Susan helped lead community revitalization initiatives in Anamosa, Iowa generating more than **\$4.5 million in community investment**.

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### **Civic Leadership & Volunteer Governance**

Susan has remained deeply engaged in civic leadership throughout her career, serving on boards and community initiatives focused on governance, conservation, community development, and civic engagement.

#### **Community Leadership**

##### **American Association of University Women — Geneva Lake Branch**

President

**Geneva Lake Conservancy**

Board Member

Outreach Committee Chair

Advocacy Committee Member

Assistant Treasurer

Finance Committee Member

Facilitated development of the **Outreach Strategic Plan** and **Organizational Strategic Plan**.

**Kishwaukee Nature Conservancy Commission**

Recording Secretary & Grant Chair of Friends of Kishwaukee Nature Conservancy

**Fontana Centennial Commission**

Board Member

**Grant Wood Art Festival**

Board Member

**Healing for Healers-350 members**

Organizer and facilitator

**Delta Delta Delta Sorority**

Former MU Chapter Rush Chair

**State College Welcome Women's Club**

Former Board Member

**Central Pennsylvania Arts Festival**

Former Ambassador

**Cedar Rapids Professional Women's Association**

Member

**National Trust for Historic Preservation**

Member

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**Community Revitalization Leadership**

**Anamosa Downtown Redevelopment Initiative**

Co-Chair

Led redevelopment efforts contributing to Susan receiving the **Anamosa Citizen of the Year Award**.

### **Pennies for Pride – Local Option Sales Tax Initiative**

Co-Chair

Led initiative funding a **\$1.5 million general obligation bond** for community improvements.

Recipient of the **JC Penney Golden Rule Award**.

### **Main Street Anamosa**

Board Member

### **Jones County Sesquicentennial Commission**

Treasurer

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## **Degrees & Professional Certifications**

### **Degrees**

#### **Master of Public Administration (MPA)**

University of Nebraska

#### **Bachelor of Arts**

University of Wisconsin – Madison

Double Major: English & Political Science

Minor: Journalism

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### **Professional Certifications**

- Certified Real Estate Paralegal
- Certified Litigation Paralegal
- Certified Real Estate Tax Collector
- WISVOTE Election Administration Certificate
- Project Management Certificate
- Citizen Engagement Certificate
- Human Resources Certificate
- U.S. Green Building Council (USGBC) Green Associate
- Yale University Writers Program Certificate

### **Leadership Training & Professional Development**

Over the course of my career I completed **extensive professional training across municipal finance, governance, leadership, sustainability, and community development**, strengthening her ability to guide organizations through complex public decisions and institutional change.

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### **Public Finance, Budgeting & Municipal Infrastructure**

Professional training in municipal finance, capital markets, budgeting, debt management, and infrastructure investment through organizations including:

- Government Finance Officers Association
- ICMA University
- Pennsylvania Municipal Managers Association
- U.S. Environmental Protection Agency
- State Departments of Economic Development

Representative areas of study include:

- municipal bond financing and capital markets
- tax increment financing development
- priority-based budgeting and financial sustainability
- municipal financial recovery strategies
- revenue forecasting and fiscal planning
- internal controls and fiduciary responsibility
- grant management and public funding strategies

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### **Leadership, Governance & Organizational Management**

Professional development focused on leadership effectiveness, human resources, and governance relationships within public organizations.

Training has included:

- leadership styles and executive decision-making
- manager-council relations in municipal government
- conflict resolution and workplace civility
- employment law and personnel policies
- employee recruitment and retention strategies
- emotional intelligence in leadership
- strategic planning and implementation
- leading organizational and institutional change

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### **Sustainability, Community Development & Public Engagement**

Training focused on environmental planning, community development, and civic engagement in local government systems.

Programs have included:

- smart growth planning and land-use policy
- LEED and sustainable development principles
- environmental planning and water resource protection
- community redevelopment strategies
- public engagement and civic leadership
- democratic leadership skills for public officials

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### **Professional Affiliations**

ICMA

Wisconsin City County Management Association

Wisconsin Clerk-Treasurer Association

Government Finance Officers Association

Association of Writers and Writing Programs

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### **Awards & Recognition**

- Anamosa Citizen of the Year
- JC Penney Golden Rule Award
- Main Street Anamosa Special Recognition Award
- APPM 2015 Conference Committee Member
- APPM Vice President for Central PA
- PA Senior Representative to ICMA National Coaching Advisory Council
- United Settlement Services Support Person of the Year, 2000
- United Settlement Services Closer Appreciation 1999
- United Settlement Services Special Recognition Award 1999
- United Settlement Re-Engineering Committee Member
- Published writer: Penn State Literary Magazine Petiche, Hubpages Blogger, FanStory, AIWA, OM Magazine, Create Write blogger
- US. Cellular NE Iowa Overall Marketing Plan
- U.S. Cellular 2003 and 2004 Dynamic Achievers Awards
- PSU Best Sustainability Project 2009

