




"...meeting community needs...enhancing quality of life."

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**OFFICE OF THE MAYOR**

Jacob A. Woodford  
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Phone: (920) 832-6400  
Email: [Mayor@Appleton.org](mailto:Mayor@Appleton.org)

**TO:** Common Council  
**FROM:** Mayor Jacob A. Woodford   
**DATE:** February 8, 2022  
**RE:** Finance Director Recommendation

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The Finance Director position will be vacated by a retirement on March 1, 2022. A search was launched in November 2021 to fill the position. Following the completion of that search, I am pleased to recommend an exceptional candidate for the role – one who brings over two decades of municipal finance experience and a deep knowledge of the City of Appleton.

A licensed Certified Public Accountant, the candidate holds a BS in Accounting from Carroll University and an AA in Accounting from Waukesha County Technical College. Since 2018, she has served in the City of Appleton's Finance Department as Deputy Director. The candidate has extensive understanding of the City's finances and takes the initiative to drive projects to completion. She has been actively involved in preparing the City's annual budget, as well as providing leadership for the City's enterprise resource planning system conversion.

It is my honor to recommend for your consideration Jeri A. Ohman to serve at the City of Appleton's next Finance Director. Her resume is attached for your reference.

Please be in contact should you have any questions or concerns.

## JERI ANN OHMAN, CPA

Email: [johman98@gmail.com](mailto:johman98@gmail.com)  
Phone: 920-659-1114  
Address: N5687 12 Corners Rd  
Black Creek, WI 54106

### WORK HISTORY

#### City of Appleton - *Deputy Director of Finance*

Appleton, WI May 2018 - Current

- Supervise payroll, accounts receivable, accounts payable, and budget functions
- Facilitate coordination of annual audit
- Financial reporting and administration of federal and state grants
- Calculate annual property tax rates and oversee property tax collection process
- ERP implementation project lead

#### Town of Black Creek - *Treasurer*

Black Creek, WI Apr 2009 - Aug 2021

- Prepare monthly financial reports and report to Town Board
- Annual tax collections & reconciliation
- Prepare annual state reports
- Prepare annual budget

#### CliftonLarsenAllen (f.k.a Schenck SC) - *Audit Supervisor*

Green Bay, WI Oct 2013 - May 2018  
Jul 2005 - Jan 2007

- Municipality, utility, county, TIF district and school district audits
- Complete Single Audits for grant funding
- Prepare financial statements and regulatory reports

#### Outagamie County - *Accounting Systems Supervisor*

Appleton, WI Jan 2007- Oct 2013

- Supervise Accounts Receivable and Representative Payee functions
- Lead Fiscal contact for multiple divisions within department
- Prepare and review monthly, quarterly, and annual state reports, grant reporting, and reconciliations
- Prepare annual budget and monthly projections
- Facilitate coordination of annual financial and single audits

### ASSOCIATIONS

WI Institute of Certified  
Public Accountants (WICPA)  
Government Financial Officers  
Association (GFOA)  
WI Government Financial  
Officers Association (WGFOA)

### EDUCATION

#### Carroll University

Waukesha, WI

*Bachelors Degree in Accounting*

#### Waukesha County Technical College

Pewaukee, WI

*Associates Degree in Accounting*