



**MICHAEL D. SANDERS**  
Jackson County Executive

**EXECUTIVE ORDER 15-03**

**TO: MEMBERS OF THE LEGISLATURE  
CLERK OF THE LEGISLATURE**

**FROM: MICHAEL D. SANDERS  
JACKSON COUNTY EXECUTIVE**

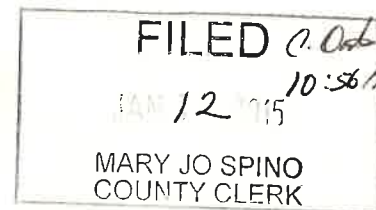
**DATE: JANUARY 12, 2015**

**RE: APPOINTMENT OF CHIEF ADMINISTRATIVE OFFICER**

I hereby appoint Mary Lou Brown as Chief Administrative Officer to fill the vacancy occasioned by the retirement of Fred Siems, effective February 9, 2015. A copy of Ms. Brown's resume is attached.

Michael D. Sanders, County Executive

Dated: 1/12/2015



## Mary Lou Brown

1710 Doreen Street • Grand Island, NE 68803  
Cell (303) 513-7320 • mlbrown10@aol.com

### SUMMARY

Experience in both the public and private sectors. A focused problem solver. Approaches challenges with a positive attitude. Thrives in an environment with multiple priorities. Views situations from all sides before making thoughtful and substantiated decisions. Tackles objectives with a strong work ethic, high energy level and flexibility. Leads organizational change in a subtle but profound manner.

### EXPERIENCE

CITY OF GRAND ISLAND, Grand Island, Nebraska

**City Administrator**

December 2010 – Present

Staff: 16 direct reports, 700 indirect reports

**Finance Director and City Treasurer**

July 2009-October 2011

Staff: 4 direct reports

Accepted the position of City Administrator with the election of a new Mayor. The City provides a full line of services to citizens, including water and electric utilities. The employee body consists of 500+ regular term and 200+ seasonal employees. The City's 2014 appropriation budget is approximately \$227 million.

- Formulated sewer utility extension plans outside of City limits in order to promote economic development along the State Highway 281 corridor to Interstate 80 with little cost to the City.
- Invested in Public Safety Study with ICMA that fortified public safety by leveraging personnel, technology and equipment. The study also provided key measurements to use in measuring the success and value of changes.
- Through council study sessions, explored alternative management operation plans for the Waste Water Treatment Plant which resulted in a \$70 million rehabilitation project and the addition of a highly educated and experienced management team.
- Increased General Fund cash reserves from \$3.4 million in 2009 to \$10.5 million in 2013 which increased the cash to operating expense ratio to the identified range of 20 – 25% all while increasing public safety funding and addressing infrastructure issues.

As Finance Director, responsible for all budget, finance, accounting, cash management, customer service, risk management and IT functions for the City. Implemented a financial forecasting model and a program prioritization model, both of which provided a framework to assist with the management of revenue shortfalls. The program prioritization model was used for both operations and capital. Worked closely with the HR Director regarding benefit and compensation plans, in addition to providing financial data related to union contract negotiations (7 represented groups).

- Provided the leadership to implement successive annual expense reductions in an organization where cost cuts were not common. Utilized the program prioritization model to focus attention on the services and their respective importance to the community.
- Categorized capital plans by funding sources in order to optimally utilize available dollars.
- Implemented an electronic utility bill paying option for utility customers.
- Implemented a monthly financial reporting package that provided financials along with insight into results and forecasts for the remainder of the year.

ADELPHIA COMMUNICATIONS, Englewood, Colorado

**Director, Bankruptcy Claims**

Sept 2005-June 2009

Staff: 5 direct reports

Recruited to be a member of the Adelpia Bankruptcy Team that resolved one of the most complex corporate bankruptcy filings to-date involving in excess of 240 legal entities. Audited, negotiated and resolved creditor claims and contract cure costs. Coordinated claims activities with Treasury, internal/external legal counsel, accounting and claims agent.

- Led the claims team members in the resolution of 19,900 proofs of claim asserting \$3.98 trillion in claims.
- Directed the required administrative reporting functions – 1099 reporting to the IRS; general ledger account reconciliations, outstanding checks.

DEX MEDIA, Englewood, Colorado  
**Senior Director, Human Resource Operations**  
Staff: 4 direct reports; 4 indirect reports

Nov 2002-April 2005

Accepted the challenge of assisting with the set up and operational management of a newly established corporate HR organization. Identified strategic changes to management- and union-represented employee benefit plans. Developed compensation programs for executives, management, sales and non-sales employees. Led implementation of HR systems that met needs and goals of HR and company. Prepared and delivered presentations and recommendations to executive team and compensation committee of Board of Directors. Served as member of four-person employee benefits committee.

- Maintained single, seamless HR organization while running and sustaining dual processes and systems in excess of one year.
- Transitioned from Qwest corporate support six months earlier than required by sales agreement, resulting in savings of approximately \$500,000.
- Proposed and implemented vendor and benefit changes for 2004 that reduced projected expenses by \$1,300,000. Executed changes for 2005 that held benefit costs to a 6% year-over-year increase.
- Directed implementation of HR systems, including PeopleSoft, and ensured compliance with Sarbanes-Oxley.
- Developed comprehensive employee communication program including a total reward and recognition statement along with corresponding communication material.

QWEST COMMUNICATIONS INC., Denver, Colorado  
**Senior Director, Financial Planning and Analysis**  
Staff: 6 direct reports; 3 indirect reports

Sept 2000-Nov 2002

Led implementation of a company-wide financial reporting system for budgets and forecasts for Qwest following the merger with US WEST. Directed the annual budget process, monthly forecasts, strategic business plans and corresponding analysis; provided reporting and data used in the quarterly earnings meetings with analysts and the MD&A section of SEC filings. Prepared reporting and presentations for management and the Board.

- Member of corporate project team that coordinated the pre-sale activities related to the sale of Dex operations.
- Managed first-ever independent external audit of Dex financials and development of those financials.
- Assisted Qwest treasury in the establishment of a \$740M senior credit facility backed by Dex receivables.
- Implemented a budget system for the newly merged company that was functional within a year.

ADDITIONAL WORK EXPERIENCE

U S WEST DEX, Englewood, Colorado	
Director, Financial Planning and Analysis	1997-2000
U S WEST, INC., Englewood, Colorado	
Director, Cash Management	1996-1997
Manager, Financial Planning and Analysis	1993-1996
Manager, Finance	1991-1993
SEC Reporting, Internal Audit, Regulatory Accounting, Accounts Payable, Corporate Income Tax	Prior to 1991

EDUCATION

CREIGHTON UNIVERSITY, Omaha, Nebraska  
**M.B.A., Finance**

GUSTAVUS ADOLPHUS COLLEGE, St. Peter, Minnesota  
**B.A., Business and French**

CERTIFICATION

*Certified Management Accountant, inactive*  
*Certified Cash Manager, inactive*

AFFILIATIONS

*International City/ County Management Association*  
*Nebraska City/County Management Association*  
*Noon Rotary Club*