



**DYERSVILLE, IOWA**  
**PROPOSAL FOR AN UPDATE TO COMPENSATION PLAN**  
**June 28, 2023**

The City of Dyersville is interested in a review of its pay ranges and compensation structure for approximately 19 positions in its current classification plan. GovHR USA ("GovHR") conducted a comprehensive classification and compensation study for the City in 2021, and the City is now looking to update the plan with 2023 data. It is a pleasure for GovHR USA, LLC ("GovHR") to provide the City with a proposal for these services.

Senior Vice President Rachel Skaggs will again serve as Project Manager for the Compensation Study. She will be assisted with data collection and analysis by HR Specialists Alice Bieszczat and Katy Yee.

**PROJECT APPROACH**

GovHR will send a salary survey to the same comparable communities identified in the 2021 Study and will use the same position descriptions that were developed for the previous survey. The City *may* be asked to make one follow-up contact with those municipalities that do not initially respond to the survey request. GovHR will then tabulate, summarize, and analyze comparative compensation information obtained through the surveys.

**Salary Survey, Analysis and Update to Compensation Plan: 16 hours @ \$150/hour - \$2,400**

An invoice will be sent to the City at the conclusion of the project and is payable within 30 days of receipt.

**TIMELINE**

GovHR is available to start this project within four weeks of acceptance of its proposal, and anticipates that the project will be completed in approximately 60 days.

GovHR appreciates your consideration of this proposal and looks forward to the opportunity to work with the City again on this important project.

Sincerely,

A handwritten signature in black ink that reads 'Judith M. Schmittgens'.

Judith M. Schmittgens  
Corporate Secretary and Compliance Manager

630 Dundee Road, Suite 225, Northbrook, IL 60062  
Local: 847.380.3240 Toll Free: 855.68GovHR (855.684.6847) Fax: 866.401.3100 GovHRUSA.com

EXECUTIVE RECRUITMENT    INTERIM STAFFING    MANAGEMENT AND HUMAN RESOURCE CONSULTING

Accepted: The City of Dyersville

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Billing Contact: \_\_\_\_\_

Billing Email: \_\_\_\_\_



# RACHEL SKAGGS



Rachel Skaggs is a Senior Vice President with GovHR USA and has over 10 years of experience in local government management. She has managed substantial capital and general budgets, developed utility policies, improved economic development initiatives, and handled multiple human resources functions.

Rachel Skaggs has over 10 years of experience in local government management in Illinois, including the Village of Montgomery, Village of Schaumburg and the City of Princeton. She has managed substantial capital and general budgets, developed utility policies, improved economic development initiatives, and handled all human resources tasks.

Rachel is a native of Walnut, Illinois and a graduate of Bureau Valley High School. She possesses a Master’s Degree in Public Administration from Northern Illinois University in DeKalb, Illinois.

Rachel served as the City Manager for Princeton from 2015 – 2019. Princeton is an active City located two hours west of Chicago on Interstate 80. Princeton is unique in that it provides all their own city services including electric, water, sewer, garbage, cemeteries, and a city-owned hospital (one of two left in the State of Illinois). For a town of 7,800 people the City has a budget of over \$25 million. The community is known for its significant historic buildings, with two downtown districts placed on the National Register of Historic Places. During Rachel’s tenure for the City of Princeton she completed numerous projects, including creating utility policies, developing operating and capital budgets, streamlining human resource operations, consolidating utility billing, refinancing debt and successfully negotiating multiple union contracts.

Prior to her time with the City of Princeton, Rachel served as the management analyst for the Village of Schaumburg and for the Village of Montgomery. During her time as management analyst she was responsible for human resources tasks, capital improvement planning, budgets, special events, and community outreach.

Rachel is passionate about community engagement, diversity inclusion and volunteerism. Rachel has co-authored two articles that focus on women in government and the history behind the low number of women in executive level positions in local government. Throughout her tenure as a City Manager, Rachel developed committees and commissions to help lead the City forward and to increase community engagement and volunteerism. Rachel believes that cities and towns all over can succeed with community interaction, citizen involvement, diversity inclusion and trust.

## PROFESSIONAL EDUCATION

- Master of Public Administration, Northern Illinois University
- Bachelor of Arts - English and Political Science, Northern Illinois University

## PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Presentation on Females in Local Government, ICMA Conference, Phoenix, Arizona (2012)  
The Legacy Project  
ILCMA
- Public Management Magazine article “Women Leading Government” co-authored with Heidi Voorhees
- Public Voices XIII No. 2. article “Advancing Women in Local Government: The Case in Illinois” co-authored with Dr. Kimberly Nelson

## MEMBERSHIPS AND AFFILIATIONS

- International City and County Management Association
- Illinois City/County Management Association
- Illinois Public Employer Labor Relations Association
- The Legacy Project
- Princeton Rotary Club

## PROFESSIONAL BACKGROUND

- |  |             |
|--|-------------|
| • City Manager, Princeton, IL                              | 2015 - 2019 |
| • Management Analyst, Village of Schaumburg, IL            | 2012 - 2015 |
| • Management Analyst/HR Manager, Village of Montgomery, IL | 2009 - 2012 |

