

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

2024 Finance Review Committee Application

The City Council seeks to create a committee of four (4) citizens to work with a Council Liaison and a City Administrator-appointed staff member to develop recommendations on potential future revenue sources, which may include ballot initiatives.

Committee recommendations shall be based on the following criteria:

- Lathrup Village Financial Reports (independent audits)
- Approved Fiscal Year Budgets
- Approved Capital Improvement Plans
- Committee studies on how new revenues (ex: increased fees, millage renewals, special assessments) may impact current staffing levels and deliver sustainable progress towards City goals outlined in approved plans.
- Committee studies on how no new revenues may impact current staffing levels current staffing levels and deliver sustainable progress towards City goals outlined in approved plans.

Time Commitment and Expectations:

- The committee will meet biweekly* between June and October 2024. The group may adjust schedules to accommodate holiday schedules.
- Meetings are expected to take place at a recurring location/time, set by the committee, for no more than two hours.
- The committee will create a final report that will be delivered to the City Council by November 2024.

Resumes and letters of intent are required and must be included with the application. The Mayor will review applications and make appointment recommendations for the City Council's approval at a regular City Council meeting on May 20, 2024. **PRIORITY WILL BE GIVEN TO THOSE WHO HAVE EXPERIENCE IN BUDGETING, ACCOUNTING, FINANCE, OR SIMILAR FIELD.**

Name: Timothy Hillman

Address: 18701 San Quentin Dr, Lathrup Village, MI 48312

Phone: 248-767-3382

Street, City, State, Zip

Email: thillman85@gmail.com

Are you at least 18 years of age:

☒ YES

☐ NO

Are you a registered voter in Lathrup Village:

☒ YES

☐ NO

Have you been a resident of Lathrup Village for 1+ years:

☒ YES

☐ NO

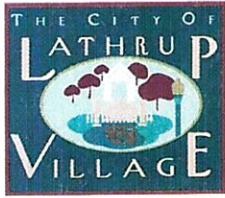
Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member



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Do you have interest in serving as Chair or Vice Chair of the task force:

☐ YES

☒ NO

Please indicate if you have any experience in the following areas (people with existing or previous volunteer experience with the City are encouraged):

• Financial Management

☒

• Public Administration

☐

• Auditing/Accounting

☒

• Small Business/Entrepreneur

☐

• Banking Industry

☐

• Other _____

☐

If you checked any of the experience areas above, please elaborate on that experience and how it could be a benefit to the City as a member of this committee (include additional sheets if needed):

I've worked as a Controller for over 15 years. My profession requires an acute understanding of accounting (bookkeeping, budgeting, financial reporting, etc.), as well as several accounting-adjacent roles (payroll and benefits administration, inventory management, tax planning and preparation, etc.) Moreover, I have quality-management experience (ISO 9001:2015 and 13485:2016, specifically.) All of this constitutes a very "left-brained," analytical, and processed-oriented skill set, which I believe will lend itself to the committee.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made under the Freedom of Information Act. Please contact the City Clerk at 248-557-2600 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained in this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Signature: _____

Date: 05/15/2024

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

Return completed application to:
Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member

TIMOTHY HILLMAN

248.767.3372 (C)
thillman85@gmail.com
Lathrup Village, MI

Mayor Kelly Garrett and the Lathrup Village City Council:

Thank you for considering my application to the Lathrup Village Finance Review Committee.

I've worked as a Controller for over 15 years. My profession requires an acute understanding of accounting (bookkeeping, budgeting, financial reporting, etc.), as well as several accounting-adjacent roles (payroll and benefits administration, inventory management, tax planning and preparation, etc.) Moreover, I have quality-management experience (ISO 9001:2015 and 13485:2016, specifically.) All of this constitutes a very "left-brained," analytical, and processed-oriented skill set, which I believe will lend itself to the committee.

Beyond my professional experience, I am a community-oriented person. I've been active with the same collegiate organization (The Mutli-Racial Unity Living Experience @ MSU) since 2003, and I ran an academic summer program for teens (CSI @ MSU) for 15 summers. I'm a new resident to Lathrup Village as of July 2022, when my partner and I bought our home on San Quentin Dr. I hope a role on this committee, as well as my newly-appointed status as Planning Commissioner, can provide me entry to civil service in Lathrup Village.

Thank you again for your consideration.

A handwritten signature in black ink, appearing to read 'Timothy Hillman', followed by a long horizontal line.

Timothy Hillman

TIMOTHY HILLMAN

248.767.3372 (C)
thillman85@gmail.com
Lathrup Village, MI

Summary

Highly effective business leader with 15+ years of experience in accounting, administration, management, operations, and sales

Education

Michigan State University, East Lansing, Michigan
Graduate Studies Program, September 2007-April 2008

Michigan State University, East Lansing, Michigan
Bachelor of Arts, Education, May 2007

Work Experience

Controller

Metro Wire & Cable, Sterling Heights, MI (January 2021-Present)

- lead administrative departments (accounting, human resources, and customer service) for our growing company (\$92M Sales 2023)
- supervise accounts payable, accounts receivable, and collections
- prepare financial budgets, forecasts, and statements (balance sheets, income statements, cash flow statements, variance reports, etc.)
- analyze trends (revenue, cost of revenue, operating expenses, ROI, etc.)
- oversee the period close process (month-end, year-end, and interim)
- reconcile balance sheet accounts (bank, credit card, fixed assets, etc.)
- coordinate tax filings, worksheets, and payments
- engage accounting firms, banks, auditors, and tax agencies
- coordinate Human Resources activity (payroll, benefits, PTO, etc.)
- standardize processes, improve efficiencies, eliminate waste, negotiate savings, and drive sales to maximize profitability
- engage vendors and customers to seek feedback, resolve concerns, ensure quality, and identify additional opportunities for growth

Controller

Avante Health Solutions, Ferndale, MI (July 2010-October 2020)

- managed accounting, human resources, and customer service teams
- co-led a team that achieved and maintained ISO compliance (ISO 13485:2016 and ISO 9001:2015)
- co-led a team that prepared the due-diligence work required to prepare the company for sale
- transitioned the local team to operation under new ownership, which included software, compensation plan, and operational changes

Corporate Training Supervisor

SchoolStream, Rochester Hills, MI (October 2008-July 2010)

- developed training materials to meet the specific needs of several audiences, namely customers, subordinates, and an inside sales team
- trained subordinates and sales associates on product knowledge
- conducted virtual and field training with customers

Technology

Proficient with: Rubicon, QuickBooks, QuickBooks for Mac, QuickBooks Online, QuickBase, OneStream, ADP TotalSource, ADP Run, Microsoft Suite, Google Suite, Salesforce, Concur, Accumatica, DM Payroll, NovaTime