



CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval to award a contract continuation for interim finance and accounting services to The WoodHill Group.

SUBMITTING DEPARTMENT: Finance

Due to staff shortages in the City's finance department, the City has retained the services of The WoodHill Group to perform interim finance and accounting services. The WoodHill Group is a Michigan-based financial consulting firm specializing in accounting, finance, and treasury services for local governments, offering expertise in budgeting, financial reporting, process improvement, and staff augmentation.

Originally, it was expected that the services would be needed on a very short-term basis while the City hired a finance director. Since that time, the deputy finance director and a staff accountant have resigned. The City expects to need the services of The Woodhill Group on a month-to-month basis until the positions are filled.

The attached contract outlines the scope of work. Services are billed hourly in the contract and shown below:

\$250/hour-Principal and senior-level staff

\$200-\$225/hour-Program Managers

\$125-\$175/hour-Other Staff Assignments

With the current assigned staff, the monthly invoice is expected to be between \$25,000 and \$30,000. No budget amendment is expected to be needed as the budget for the vacant positions is \$468,000.

RECOMMENDED ACTION: Approval to continue the contract for interim financial services with The WoodHill Group.