



Established 1843  
**Somers**  
VILLAGE & TOWN



# Village-Town Administrator Somers, Wisconsin

Position Profile



Public Administration Associates

# The Somers Community

The Town of Somers began with humble beginnings in the early 1800's. The original settlers, with great enterprise and industry, settled on land adjacent to Lake Michigan that was prairie and wilderness, and with persistence, built a community from scratch.

This link provides an excellent reference on the history of Somers:

<https://www.somers.org/our-community/history/>.

In April of 2015, voters in the Town approved incorporating a portion of the Town into a village. On April 24th of that year, Somers became known as the Village and Town of Somers. The new Village encompassed roughly 12 square miles, and the Town remnant area of approximately 17 square miles. However, some of this remnant area, referred to as the 'B' Area, will transfer to the City of Kenosha by 2025 under the Kenosha-Somers Cooperative Boundary Plan. Today, the population of the Village consists of approximately 8,640 persons, while the remaining Town contains about 960 people.

To facilitate cooperation between the new Village and the new Town remnant, the Town Board and new Village Board approved an intergovernmental agreement that provides specifics regarding future service sharing (Fire and EMS, Public Works including Sewer and Water Utilities, Refuse and Recycling, Employees, etc.), regulatory control, and municipal boundaries. Since then, there has been a shared staff, led by the Village/Town Administrator, that operates and manages both Village and Town business at a shared Village and Town Hall.

For more information on the Somers incorporation and shared services:

<https://www.somers.org/our-community/development/incorporation/>.

Strategically located between Chicago and Milwaukee in southeastern Wisconsin, Somers is a highly desirable community that has a range of housing options for people wanting to live in a suburban setting along Lake Michigan, yet close to many urban amenities. It is the home to three institutions of higher learning, Carthage College, Gateway Technical College, and the University of Wisconsin-Parkside, which total over 12,000 students. It is also home to the Pritzker Military Museum and Library. The sprawling Microsoft Data Center is located adjacent to the Village in nearby Mount Pleasant in Racine County.

Somers is very proud of its outstanding schools, churches, excellent medical facilities, great shopping, and fine destination restaurants. It is part of the Kenosha Unified School District and is also the home to Shoreland Lutheran High School and several other private schools. The Somers community is rapidly growing and has experienced almost \$400M in commercial development alone in the last ten years. Somers's combined 2024 total property valuation of \$1,780,109 represents a 40% increase since 2019. 93% of the community's assessed value (\$1,655,934,800) lies in the Village and 7% (\$124,174,200) is in the Town.

For more information about the Somers community, check out this link to a compendium of Village and Town newsletters: <https://www.somers.org/newsletters/>.





# The Village and Town Municipal Organization

The Somers administrator position is unique in the State of Wisconsin. The Somers Administrator serves as the administrative leader of both the Town and Village, which is facilitated by the intergovernmental agreement.

The Village Board consists of seven trustees (including the Village President who is elected as provided by 61.20(1), Wisconsin Statutes) who are elected at large to serve staggered terms. The Village President presides at all meetings of the Village Board. The Village Board is responsible for establishing policy, adopting the annual budget, and setting the tax levy. Regular meetings of the Village Board are held on the second and fourth Tuesdays of each month.

The Town Board consists of the Town Chairperson and two supervisors who are elected at large to serve staggered terms. The Town Board Chairperson presides at all meetings of the Town Board. Regular meetings of the Town Board are held on the second Tuesday of every month before the regular Village Board meeting.

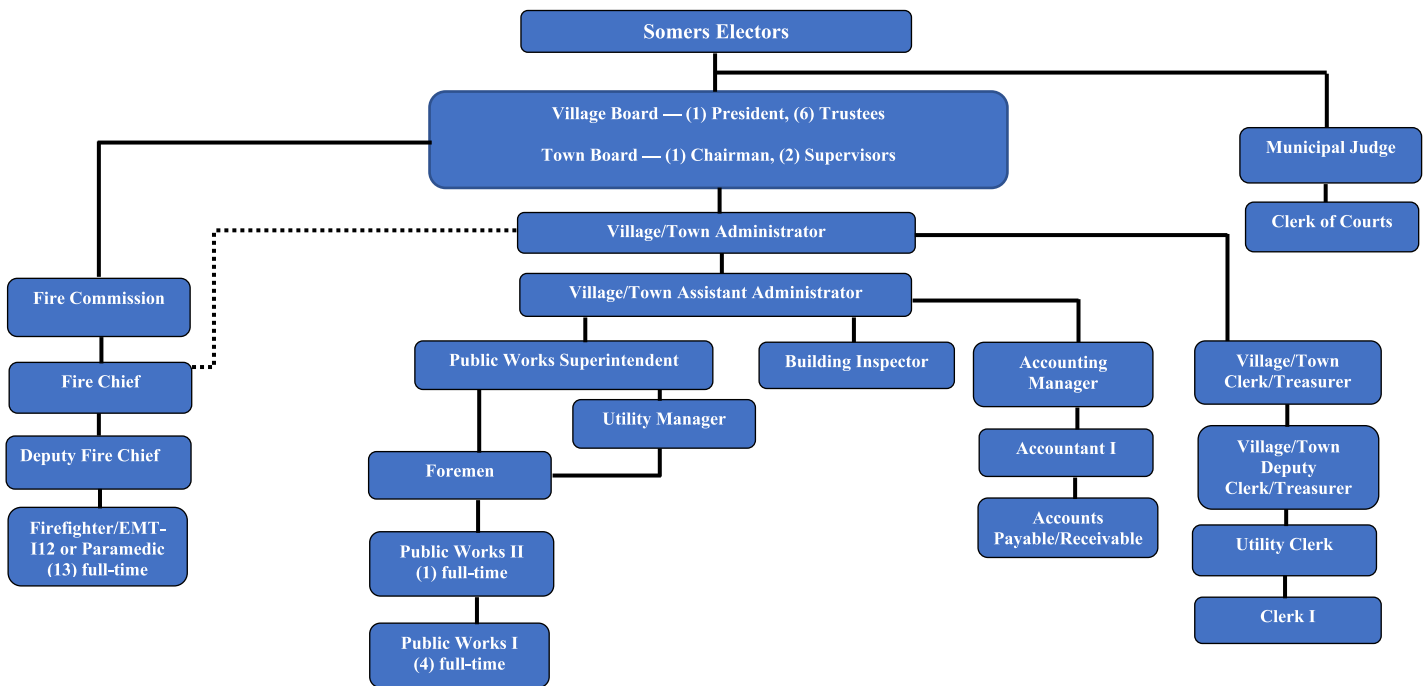
The Town and Village maintain their own Boards of Appeals and Boards of Review. There is a joint Fire Commission as well as a Town/Village Joint Advisory Commission. The Village has a Plan Commission, but the Town does not. Both municipalities work very closely together to hold their required meetings on the same evenings to minimize the impact on Village/Town staff.

The Village and Town Board jointly appoint the Village/Town Administrator to serve as the chief administrative officer and function as a liaison between both boards and staff. The Village/Town Administrator is responsible for carrying out policies and ordinances enacted by both boards and overseeing day-to-day operations.

General services provided by the Village and Town of Somers are administration (including contracts for property assessment), building inspections, fire protection and emergency medical/rescue services, municipal court, construction and maintenance of all streets and infrastructure, park and recreational facilities, and water, sanitary sewer and storm water utilities. The Village/Town employs 35 full-time staff. Somers contracts with the Kenosha County Sheriff's Department for police services. Planning services are contracted with Kenosha County Planning and Zoning.

# Organizational Chart

**Village / Town of Somers Organization Chart**







# Village and Town Finances

The Village/Town Administrator supervises an annual budget of over \$16 million (including General Fund, TID's and utilities).

The following are a few highlights of the 2025 Village and Town General Fund Budget:

The 2025 budget expenses for all general governmental activities are \$7.17 million, including:

- General Government-\$1,385,767 (19.3%)
- Payments for Municipal Services-\$205,804 (2.9%)
- Law Enforcement \$858,375-(11.6%)
- Fire/Rescue-\$3,229,165 (45%)
- Building Inspections-\$124,441 (1.7%)
- Public Works/Solid Waste-\$1,279,402 (17.9%)
- Parks & Recreation (inc. Planning)-\$86,800 (1.3%)

The 2025 budget revenues are:

- Property Taxes-\$4,174,777 (58.2%)
- Licenses & Permits-\$377,501 (5.2%)
- Special Assessments-\$77,000 (1.1%)
- Intergovernmental-Not Restricted-\$1,183,867 (16.6%)
- Public Charges for Services-\$720,915 (10.1%)
- Fines & Forfeitures: \$175,025 (2.4%)
- Miscellaneous: \$61,600 (0.9%)
- Investment Income: \$400,000 (5.5%)

**TOTAL                      \$7,170,685**

[Here is a link to the Village/Town Administrator's 2025 Budget Report](#)

The General Fund is the primary operating fund for the Village and Town of Somers. As of 12/31/2024, the total unaudited fund balance was \$6,308,472 an increase of \$480,000 million from the end of 2023. There were no restrictions on the fund balance, meaning the entire fund balance is unassigned and available for discretionary spending. This equates to a fund balance that is a healthy 88% of 2025 General Fund expenditures. The Village has a policy of 17% minimum fund balance requirement so it has excess reserves (unaudited) of over \$5.6M. The unrestricted monies are intended to provide a cushion against significant downturns in revenues and to maintain sufficient working capital and cash flow to meet daily financial needs.

The Village and Town maintain a Capital Projects Fund that is reviewed and approved on an annual basis. The Boards continue to follow a 10-year Capital Improvements Program that is aggressive in maintaining the community's infrastructure.

Somers has a total of 11 Tax Increment Finance Districts (TIDs), and all are performing well with positive cash flows to pay existing debt. Almost all are mixed-use districts with commercial and industrial proposed uses. Several have residential uses.

The Village maintains a Debt Service Fund for the sole purpose of servicing its governmental debt. All the Somers's TID debt is included in the Debt Service Fund. At the end of 2023, the Debt Service Fund Balance was \$8,173,229 compared to \$5,965,134 in 2022.

The Village has a debt policy of 65% of the Wisconsin statutory limit (equal to 5% of equalized value less property in TIDs), which at the end of 2024 was \$51,466,318. The total existing principal on Village debt was \$21,100,000, so its self-imposed debt margin is 40.8%.

Somers's robust growth in development (mainly commercial), coupled with increasing fund balances, has resulted in a very good credit rating of A1 by Moody's Investor Service as of December 2024. In citing the upgrade in its bond rating, Moody's highlighted the higher-than-national-average household incomes in Somers, the growing and higher-than-average unrestricted general fund balance, and its high liquidity ratios.

## **UTILITIES**

Somers's Public Utilities (Sanitary, Stormwater and Water) or Enterprise funds show the following expenses (program revenues) as shown in the 2025 adopted budgets:

Sanitary (Utility District #1)-\$2,938,767

Stormwater-\$295,769

Water-\$1,514,554

The Sanitary and Water Utilities are essentially only distribution operations as the Village does not operate its own wastewater and water treatment facilities.

Current utility fund balances are Sanitary (Utility District #1)-\$32,227,765; Stormwater-\$886,085 and Water- \$ 23,539,728.

[Here is a link to The 2023 Village and Town Audit \(along with the Village/Town Administrator's comments\)](#)



# The Ideal Somers Candidate

The next Somers Village/Town Administrator must have excellent communication skills and be able to establish a good rapport with a wide variety of community stakeholders. Carrying oneself with a high degree of professionalism with personal and professional integrity is expected. Somers desires a leader who fosters teamwork and has a collaborative style, who will support and encourage a positive and convivial working environment as well as professional growth opportunities for village staff. An ability to mentor staff and assist in their professional development is essential.

The Village and Town of Somers are seeking candidates who have demonstrated leadership and have had stable tenures in their past positions. Somers wants a new administrative leader who has the experience of guiding a municipality or other complex organizations through a period of growth and organizational change while possessing the strong ability to cultivate positive and productive relationships with the Village and Town Boards, staff, and residents alike. Also, Somers has built very positive working relationships with its municipal neighbors- city of Kenosha, the village of Mount Pleasant, and the Town of Paris- and wishes that their next administrator will continue to foster and develop these key intergovernmental relationships.

Require a Bachelor's Degree in public or business administration or related field; prefer a Master's Degree with progressively responsible administrative and leadership experience in a municipal organization. ICMA-CM designation is a plus. Consideration of candidates with private sector or military experience will be made if they can demonstrate accomplishments that directly relate to the skills required.

The Village and Town desire a strong background in budget development and debt financing, capital improvement planning and execution, human resources, government accounting, and the ability to effectively negotiate development agreements and contracts.

Appointment to this position is expected in early Summer (see Search Schedule following) with a short overlapping transition time with the interim administrator (Chris Swartz, who is a veteran 35+ year municipal administrator, is serving in that capacity through PAA). The former administrator, Jason Peters, has left to serve as Vice President of the nearby Kenosha Area Business Alliance (KABA), so he will be available for consultation in the transition as well.





# Future Challenges and Opportunities for the Next Somers Village-Town Administrator

Many opportunities will challenge the next Somers Village/Town Administrator, including the following:

- **Addressing Fire/EMS Staffing Issues**
- **Planning for a New Westside Fire Station and Renovation of the Existing Station**
- **Organization and Staff Development** - As Somers continues to grow, there will be staff capacity building to include the attraction and retention of top talent. Mentoring of new and developing staff is very important.
- **Unique Zip Code Implementation**
- **Community Growth Management** with an emphasis on balanced housing and commercial development. Several new multi-family housing developments are planned or are under construction.
- **Strong Community Engagement Efforts** to build continued community trust in its local government
- **Maintenance of an Aggressive Capital Improvements Program**





## Compensation and Benefits

The hiring range for the Somers Village/Town position is \$120,000-\$150,000. The Town and Village offer a very competitive benefits program, including health and dental insurance options, life insurance, short and long-term disability coverage, and paid time off (PTO). This position participates in the Wisconsin State Retirement (WRS) system.

## How to Apply

Send cover letter, resume, salary history and 5 work-related references (in one PDF file) to Public Administration Associates, LLC

**Attn:** Kevin Brunner, President

**Address:** 1155 W. South Street Whitewater WI 53190

**Phone:** 262-903-9509

**E-mail:** kevin.brunner1013@gmail.com

**Application Deadline: May 22, 2025**

*Confidentiality must be requested by the applicant and cannot be guaranteed for the finalists.*



**Watch the Somers Village-Town Administrator Video Announcement**

<https://youtu.be/R99p9yOmbgM>