

JENNIFER C. GONDA

WORK ADDRESS: 200 E. Wells St., Room 606
Milwaukee, WI 53202

PHONE: (414) 286-3492 (day)
(414) 477-8207 (cell)

E-MAIL: jgonda@milwaukee.gov

PROFESSIONAL EXPERIENCE

Legislative Fiscal Manager – Senior, Intergovernmental Relations, July 2005 - present

Legislative Coordinator – Senior, January 2005 – July 2005

City of Milwaukee, Wisconsin – Department of Administration

- ◆ Maintained positive relationships with the city's legislative delegation, legislative leadership, state officials and other government officials.
- ◆ Analyzed proposed legislation and recommended city positions thereon.
- ◆ Lobbied the state legislature to draft and move city legislative proposals forward, resulting in at least six signed bills in the 2005-07 legislative session.
- ◆ Communicated the city's legislative position to legislative committees through written and oral testimony.
- ◆ Researched fiscal matters pertaining to the City and developed city fiscal strategy.

Fiscal Planning Specialist, Budget and Policy Division, February 2003 – January 2005

Budget and Management Analyst – Lead, May 2002 - February 2003

Budget and Management Analyst – Senior, July 2001 - May 2002

City of Milwaukee, Wisconsin - Department of Administration

- ◆ Recommended policy initiatives presented in the 2002 - 2005 Executive Budgets.
- ◆ Administered the daily needs of city department budgets, summarized budget and tax-rate calculations and facilitated the year-end account closing and carryover process.
- ◆ Assisted in monitoring the city's fiscal condition and analyzed the impact of legislation and policy decisions on the city's fiscal health.
- ◆ Performed financial projections relating to city and non-city revenues and expenditures and helped prepare the city's fiscal outlook and strategic plan.
- ◆ Recommended policy direction for the city's financial operations and long-range fiscal strategies relating to revenues, city debt, reserve funds, labor policy and human resources management.

Planning Intern, Middleton Planning Department

City of Middleton, Wisconsin, August 2000 - June 2001

- ◆ Administered activities related to the City's Tax Incremental District.
- ◆ Researched and prepared information on land-use and redevelopment projects for the Plan Commission and Common Council.
- ◆ Compiled data, performed financial capacity analysis and facilitated the development of the City's first 5-year Capital Improvements Program.

Project Assistant, Midwest Regional University Transportation Center

University of Wisconsin-Madison, January 2001 - June 2001

- ◆ Researched national and international transportation asset management efforts to identify ways to improve education, research, and technology transfer in the field.

- ◆ Coordinated activities related to a multi-campus, multi-disciplinary effort to synthesize transportation research and professional development.

JENNIFER C. GONDA *continued...*

Project Assistant to Dr. Karen Holden, La Follette School of Public Affairs

University of Wisconsin-Madison , August 2000 - January 2001

- ◆ Researched and summarized the effects of the German and United Kingdom public pension systems on widows at different ages and lifetime earnings levels.

Program Assistant III, Local Transportation Programs and Finance Section

Wisconsin Department of Transportation, May 2000 - September 2000

- ◆ Organized, reviewed and created a database of applications for the Statewide Multimodal Improvements Program.
- ◆ Developed and distributed meeting materials for the biannual Transportation Enhancements Statewide Committee and prepared grant award notifications.
- ◆ Assisted in the administration of the Local Roads Improvements Program.

Manager on Duty, Jefferson Pub and Grill

Winona, Minnesota, April 1997 - September 1999

- ◆ Interviewed, hired and developed training materials for new employees.
- ◆ Supervised daily operations of a large restaurant.
- ◆ Performed accounting, sales, customer service, and personnel management functions.

Other experience:

- ◆ 2004 Recipient of the Lloyd D. Gladfelter Award for Government Efficiency
- ◆ Fundraising Staff, Gordon Hintz for 54th Assembly District, OshKosh, WI, 2004
- ◆ Campaign Research Staff, Paul Soglin for Mayor, Madison, WI, 2004
- ◆ Administrative Mentorship, Dennis Strachota, Dane County DOA, WI, 2000
- ◆ Municipal Administration Intern, Town of Easton, MD, 1998
- ◆ Municipal Administration Intern, City of La Crescent, Minnesota, 1998
- ◆ Public Survey Administrator, City of Winona, Minnesota, 1997
- ◆ Winonan Student Newspaper Reporter, Winona State University, MN, 1996-1998

EDUCATION

Master of Public Affairs and Administration

La Follette School of Public Affairs, May 200, Summa Cum Laude
University of Wisconsin, Madison, WI

Bachelor of Science in Public Administration and Political Science

Winona State University, Winona, MN, May 1998, Magna Cum Laude

**COMPUTER
SKILLS**

Microsoft Office (Word, Excel, PowerPoint, Outlook, Access, Front Page, Project),
Groupwise, PeopleSoft, Adobe Acrobat, SPSS Data Analysis

**OTHER
ACTIVITIES**

Young Professionals of Milwaukee, 2002-present
Election Volunteer, 2003-present
La Follette School Student Association, 1999-2001
Pi Sigma Alpha Honors Fraternity, 1996-present
Golden Key National Honor Society, 1997-present
President, Winona State University Political Science Association, 1995-1998