



AGENDA OF THE PERSONNEL COMMITTEE

TUESDAY, APRIL 8, 2025, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVTUkYdZ09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

I. Approval of the Minutes from the March 11, 2025 Personnel Committee meeting.

E. Regular Business.

I. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Business Support Specialist
- b. Custodian
- c. Account Clerk II
- d. Time Clerk
- e. Operator I
- f. Civil Engineer

2. For consideration with possible action on the request to reclassify a Records Clerk position to a Public Records Specialist position and approval to fill the Public Records Specialist

position.

F. Informational.

1. Report of Routine Personnel Actions
2. Next Meeting: April 29, 2025

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Personnel Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 8, 2025

PREPARED BY

AGENDA ITEM # E.I

For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Business Support Specialist
- b. Custodian
- c. Account Clerk II
- d. Time Clerk
- e. Operator I
- f. Civil Engineer

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- 1. Personnel Committee Request to Fill Memo
- 2. Business Support Specialist
- 3. GBPD Custodian
- 4. Account Clerk II
- 5. Time Clerk
- 6. Operator I
- 7. Civil Engineer

MEMORANDUM



Human Resources Department

To: Personnel Committee

From: Emma Baierl
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: April 8, 2025

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2025 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Business Support Specialist – Replacement position due to the retirement of Wendy Townsend effective April 1, 2025. This position is budgeted at \$69,659 to \$81,931 annually (Pay Grade I).
- Custodian – Replacement position due to resignation of Kevin Francois effective April 4, 2025. This position is budgeted at \$21.78 - \$24.19 per hour (Pay Grade C).
- Account Clerk II – Replacement position due to the resignation of Sheila Petitjean effective April 30, 2025. This position is budgeted at \$26.07 - \$29.79 per hour (Pay Grade F).
- Time Clerk – Replacement position due to the retirement of Cindy Tappy effective April 16, 2025. This position is budgeted at \$26.07 - \$29.79 per hour (Pay Grade F).
- Operator I – Replacement position due to the resignation of Josh Guns effective March 19, 2025. This position is budgeted at \$26.07 - \$29.79 per hour (Pay Grade F).
- Civil Engineer – Replacement position due to the resignation of Max McGuire effective April 25, 2025. This position is budgeted at \$75,275 - \$95,222 annually (Pay Grade J/K).

**Position Fill Request
Justification Report
March 11, 2025**

Position Title: Business Support Specialist

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This is a replacement position for Wendy Townsend who is retiring effective April 1, 2025.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes – the salary range is Grade I (\$69,659-\$81,931)

- 3. Please list the functions and any special information regarding this position.**

- Serve as a primary point of contact for businesses seeking assistance with licensing, permitting, zoning, and other City processes.
- Provide guidance to entrepreneurs and business owners on available City, state, and federal programs, including grants, loans, tax credits, and other resources.
- Manage business development programs, including the City's Revolving Loan Fund (RLF) programs. Processes loan applications, maintains compliance with program requirements, marketing RLF programs, and facilitating approval processes through the RLF Committee.
- Maintain and update business resource materials, including online resources and printed materials.
- Assist in the coordination and promotion of business workshops, networking events, and other economic development initiatives.
- Collaborate with internal departments to improve business-related processes and ensure efficient service delivery.
- Conduct outreach efforts to engage with new and existing businesses, identifying their needs and connecting them with appropriate resources.
- Track and report key business support metrics, including inquiries, services provided, and program outcomes.
- Assist with the preparation of reports, presentations, and communications related to business development efforts.
- Support special projects related to economic development, such as business attraction, retention, and expansion initiatives.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

The position supports the attraction, retention, and expansion of businesses within the City, which generates additional tax base for the community.

5. Please explain why current staff is unable to absorb duties of this position.

Current staff is unable to absorb the duties of the Business Support Specialist position due to existing workload constraints and the specialized nature of the role. The department's current staff is already operating at full capacity and is not necessarily specialized in managing the revolving loan fund programs or providing expert-level guidance to businesses. Absorbing these duties would negatively impact response times for businesses, delay critical projects, and reduce the overall effectiveness of economic development programs.

6. If duties of position are presently being done, how are they done?

By the incumbent until her retirement on April 1.

7. What service would be reduced or eliminated if this position is not filled?

This role requires dedicated engagement with business owners and entrepreneurs, which cannot be effectively maintained without a full-time staff member focused on these responsibilities. Without refilling this position, the City risks diminishing its ability to support small businesses, process inquiries efficiently, and implement business support programs that are crucial for economic growth.

8. What are the alternative methods and costs of accomplishing the work?

Alternative methods include redistributing duties among existing staff, hiring a temporary employee, or outsourcing tasks to consultants, but each presents challenges. Current staff lack capacity to absorb additional work without impacting efficiency. Temporary hires require onboarding and may lack continuity, while consultants are costly and less accessible for day-to-day business support. These alternatives would likely result in higher costs and reduced service quality, making refilling the position the most effective solution.

9. Are there union issues?

No

**Position Fill Request
Justification Report
3/25/25**

Position Title: Custodian I – Green Bay Police Department

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This is a replacement position for Kevin Francois who is resigning effective 4/4/25.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes. The current salary range is Grade C (\$21.78-\$24.19).

- 3. Please list the functions and any special information regarding this position.**

The Custodian I position performs general custodial and light building maintenance for all Green Bay Police Department and Municipal Court buildings.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

No

- 5. Please explain why current staff is unable to absorb duties of this position.**

The Building Maintenance Division table of organization consists of 1 Building Maintenance Supervisor and 2 Custodian I positions. The current funded staff of 3 is responsible for the care and maintenance of 8 different sites consisting of over 82,000 square feet. They also perform some duties at the old Press Gazette building. We have 1 entity that rents space from us. Part of the lease agreements we have with them require the Police Department to supply all of the building maintenance and custodial needs. The staff is minimal with only 3 people and we will not be able to complete all required duties with a staff of 2.

- 6. If duties of position are presently being done, how are they done?**

The position is currently filled, but one Custodian I is resigning effective 4/4/25.

- 7. What service would be reduced or eliminated if this position is not filled?**

All custodial duties would see an extreme reduction in the timeliness of tasks being completed. Additional special projects could not be carried out if staffing level is reduced.

8. What are the alternative methods and costs of accomplishing the work?

Paying the remaining Custodian I a minimum of 2 hours of overtime per day just to complete basic tasks. Hire temporary help.

9. Are there union issues?

No.

10. Other supporting comments.

**Position Fill Request
Justification Report
March 25, 2025**

Position Title: Account Clerk II (Public Works)

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position will be vacant as a result of the resignation of Sheila Petitjean effective at the end of the workday on April 4, 2025.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is included in the budget. The current wage range is \$26.07-\$29.79 per hour (Pay Grade F).

- 3. Please list the functions and any special information regarding this position.**

- A. Performs receptionist work and/or counter duties of moderate difficulty answering inquiries of walk-in individuals or phone calls, which involves assisting them with completion of forms, accepting payments, answering inquiries and explaining department and City procedures, or referring inquiries to the proper official or department.
- B. Enters daily payments, citations and makes adjustments for overpayments. Issue refunds, track the status of multiple ticket customers, opens and maintains accounts for monthly parking customers, processes fees, and issues passes. Maintains utility usage reports for parking facilities.
- C. Performs data entry, prepares regular reports, spreadsheets and invoices. Prepares correspondence, reports, memos, permits, statements, forms from handwritten drafts or oral instruction, which may involve some judgment regarding the information included and format used. Prepares breakdowns of invoices and calculates and invoices customers as needed. Performs general record keeping and filing. Handles routine work assignments independently.
- D. Maintains daily electronic gating system at ramps and reports problems.
- E. Initiates collection of non-sufficient funds and unpaid parking citations; maintains and updates records.
- F. Assigns registered vehicle owner information to parking citations.
- G. Enters license plate notifications for suspension and completes license plate satisfactions.
- H. Assists other clerical staff with assignments of moderate difficulty. Performs assigned

functions of Account Clerk III in their absence. Researches information from various sources and combines data for typing or for presentation to inquiries, enters data into or searches for information on a computer terminal.

I. Performs other duties as assigned.

4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.

Clerical staff is responsible for accepting payment and/or preparing invoices for parking citations and monthly parking stall rentals, as well as collection for unpaid parking citations.

5. Please explain why current staff is unable to absorb duties of this position.

A second Account Clerk II position was created in 2022 to assist the existing Account Clerks in assigned duties that were either not being performed or not being completed in a timely and efficient manner due to workload and understaffing.

6. If duties of position are presently being done, how are they done?

The position is currently filled.

7. What service would be reduced or eliminated if this position is not filled?

Understaffing Parking Division will remove the focus from collection efforts for unpaid parking citations and revenue collected from entering timely information for each citation, registered owner, license plate suspension, etc. and return staff to not performing certain job duties at all and other duties being done less timely and efficiently.

8. What are the alternative methods and costs of accomplishing the work?

N/A

9. Are there union issues?

No.

10. Other supporting comments.

**Position Fill Request
Justification Report
March 25, 2025**

Position Title: Operations Division Time Clerk

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

DPW is requesting to fill one (1) employee vacancy due to the retirement of DPW Time Clerk Cindy Tappy at the end of the regular shift on Wednesday, April 16, 2025.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is currently funded in the DPW-Operations Division operating budget. The current wage range is Pay Grade F (Time Clerk) is \$26.07 to \$29.79 per hour (\$54,267 to \$ 61,963 per year).

3. **Please list the functions and any special information regarding this position.**

The DPW Time Clerk performs a critical function by entering time card information into the City's financial and payroll systems. Proper documentation of details related to DPW system labor, vehicle and project time are critical for reporting to State and Federal authorities. That data determines what the City receives for transportation sanitation and recycling aid and grants.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

This position does not generate revenue for the City. However, the use of in-house labor for this function reduces the need to contract out for those services. Also, in-house employees are more attuned to the intricacies of payroll and data logging due to their integral role on the DPW team.

5. **Please explain why current staff is unable to absorb duties of this position.**

This is a full-time position that requires detailed knowledge and training in job activity. Other DPW employees may be able to fill in for very short time periods. However, those other employees have a full-time position elsewhere, and do not possess the knowledge to complete this job thoroughly.

6. **If duties of position are presently being done, how are they done?**

Duties of vacant positions are assigned to other employees as needed. When there is a lack of personnel, assignments are prioritized. If staffing is not available, then lower priority assignments are either postponed or not completed.

7. **What service would be reduced or eliminated if this position is not filled?**

Loss of the Time Clerk position would result in discontinuance of DPW-Operations Division payroll data entry. It would also result in violation of required State and Federal transportation system reporting.

8. What are the alternative methods and costs of accomplishing the work?

DPW must 1) provide proper data logging and reporting of payroll and transportation system maintenance activity, and 2) comply with related State and Federal rules. One alternative would be working overtime to maintain the required function or outsourcing that function. However, continued overtime will lead to employee burnout and low morale. DPW does not recommend outsourcing this function because the Time Clerk must interact with DPW Superintendents and Supervisors routinely on the intricacies of DPW functions and payroll and data logging.

9. Are there union issues?

No

10. Other supporting comments.

None

**Position Fill Request
Justification Report
March 10, 2025**

Position Title: Street Section – Operator 1 (Tractor Operator)

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X Replacement Position Not a Replacement Position

This position is vacant following the resignation of Josh Guns at the end of the regular workday on Wednesday, March 19, 2025.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**
Yes, this position is currently funded in the DPW-Traffic Division operating budget. The wage range is \$26.07 to \$29.79 per hour (Pay Grade F).

3. **Please list the functions and any special information regarding this position.**
Tractor Operators perform a full range of duties including, but not limited to, removing snow, cutting grass, snow/ice control between winter storms, beam guard rail repair, pavement repair, pothole patching, and general labor assignments related to DPW core functions.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**
This position does not generate revenue for the City. The use of in-house labor and equipment reduces the need to contract out for those services.

5. **Please explain why current staff is unable to absorb duties of this position.**
Loss of a Tractor Operator position represents a reduction in DPW's ability to provide all Street Section services in a timely manner, notably wintertime snow removal and summertime grass cutting.

6. **If duties of position are presently being done, how are they done?**
Duties of vacant positions are assigned to other Street Section employees as needed. When there is a lack of personnel, assignments are prioritized. If staffing is not available, then lower priority assignments are either postponed or not completed.

7. **What service would be reduced or eliminated if this position is not filled?**
DPW will continue to perform all its core services. However, a reduction in staffing will result in a lower level of service for residents. DPW's biggest concern is keeping up with grass cutting, yard waste collection, and snow removal duties.

8. **What are the alternative methods and costs of accomplishing the work?**
DPW must 1) provide proper maintenance, care, and safety of City infrastructure, and 2) comply with City ordinance regarding care of grassy areas. The frequency of grass cutting cannot be reduced during the growing season, as DPW-maintained grass is already allowed to grow to the maximum height allowed by ordinance before cutting. One alternative would

be working overtime to maintain the required service or outsourcing of services. But continued overtime can lead to employee burnout and lower morale. Another alternative would be to reduce City services like 1) increasing the snowfall amount before plowing from 2 inches to 3 inches, and 2) eliminating the curbside yard waste collection program.

9. Are there union issues?

No

10. Other supporting comments.

None

**Position Fill Request
Justification Report
April 3, 2025**

Position Title: Civil Engineer – Utility Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position is vacant as a result of Max McGuire's resignation effective April 25, 2025.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

The position is included in the current budget. The current salary range for the position is \$75,275 - \$95,222 per year. The position is currently funded 50% by the Sanitary Sewer Utility and 50% by the Storm Water Utility budgets.

- 3. Please list the functions and any special information regarding this position.**

This position provides project management, design, and planning for Utility Division projects related to stormwater management, stormwater and sanitary sewers, and flood resiliency. This position conducts site plan and storm water management plan review for proposed developments. This is a critical position within the Utility Division to ensure projects are completed to comply with WDNR's stormwater and sanitary sewer permit requirements and to implement projects necessary to maintain and expand the City's stormwater and sanitary sewer systems.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

The position generally does not generate revenue or reduce expenses. However, the City does have a fee associated with stormwater management plan reviews conducted by this position.

- 5. Please explain why current staff is unable to absorb duties of this position.**

This vacancy is one of two Utility Engineer positions within the City. It is a critical position for both compliance with the City's MS4 permit and to review submittals associated with development and redevelopment within the City. The position is also critical for implementing projects necessary to develop or maintain the City's stormwater and sanitary sewer systems. Current staff are unable to absorb any more duties with all of the projects and activities that are required to maintain compliance with the stormwater and sanitary sewer permits.

6. If duties of position are presently being done, how are they done?

Currently, the duties are being done by the incumbent of this position. The Utility Manager and others will have to cover the work until the position can be filled. Overall some projects may not receive the same level of attention or timeliness until this position is filled. This could delay the time necessary to issue stormwater management permits and/or delay projects.

7. What service would be reduced or eliminated if this position is not filled?

Site plan and storm water management plan reviews may not be completed in a timely manner. More work would need to be contracted out and/or be delayed. The City would be unable to take on new projects necessary to achieve permit goals and comply with regulations.

8. What are the alternative methods and costs of accomplishing the work?

The alternate method of accomplishing the work would be to hire outside consultants to supplement our engineering staff. The cost associated with this alternative would be approximately 15-25% of the value of the construction for each project the outside consultant works on. These additional costs were not anticipated either through the development of the 2025 budget nor the 2025 Capital Improvement Program. Furthermore, it is difficult for a consultant to fill this role since they would be reviewing the work of other consultants, which can result in positive or negative biases on behalf of the City.

9. Are there union issues?

No

10. Other supporting comments.

None.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 8, 2025

PREPARED BY

AGENDA ITEM # E.2

For consideration with possible action on the request to reclassify a Records Clerk position to a Public Records Specialist position and approval to fill the Public Records Specialist position.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Records Clerk to Public Records Specialist reclass 4.2025



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee
Brian Rollefson, Human Resources Director

From: Jennifer Smits, Human Resources Generalist

Re: Request to reclassify a Records Clerk position to a Public Records Specialist position and approval to fill the Public Records Specialist position

Date: April 8, 2025

RECOMMENDATION

- I. Human Resources and the Police Department request that a Records Clerk (Pay Grade D, \$23.21/hour-\$25.78/hour) be reclassified to a Public Records Specialist (Pay Grade E, \$24.65/hour-\$27.39/hour). The Police Department also requests approval to fill the Public Records Specialist position and all subsequent vacancies resulting from internal transfers. The Records Clerk position is vacant due to a recent resignation.

BACKGROUND

- II. The Police Department Records Division currently consists of (1) Office Manager, (3) Public Records Specialists, (9) Records Clerks, (3) Front Desk Administrative Clerks, and (1) part-time Office Clerk.

In April, 2021 body cameras were implemented in the Police Department, which resulted in an increase in public records requests. At that time, the Office Manager, along with a Records Clerk who assisted on a part-time basis, were responsible for processing records requests. Due to the increase in requests, the Records Division was unable to fulfill records requests in a timely manner. As a result, in November of 2021 a vacant Front Desk Administrative Clerk position was reclassified to the first Public Records Specialist position with primary responsibility for assisting with the processing of all open records requests. This includes the redaction of written reports and body camera footage.

A second Public Records Specialist position was added to the 2024 Police Department budget and in January of 2025 a vacant Word Processor (Transcriptionist) position was reclassified to create a third Public Records Specialist. This current request to reclassify a Records Clerk to a Public Records Specialist will result in four Public Records Specialist positions. With a staff of four Specialists, the department will be able to respond to records requests in a more

reasonable timeframe.

The number of public records requests has continued to increase since the implementation of body cameras, and the Records Division is currently experiencing a growing backlog of over 100 open records requests. In 2021 the department released 604 videos totaling 223 hours and in 2024 released 1,609 videos totaling 665 hours. When the Division was staffed with two Public Records Specialists, the response time was reduced from 12-15 weeks to 9-12 weeks. Larger requests can take several months.

The Office Manager has been evaluating the workload of the Records Clerks to ensure that their work can be accomplished with eight Clerks, rather than nine. She has determined that the remaining (8) Records Clerks will be able to manage and effectively perform the work of the Records Division.

FISCAL IMPACT

- III. This reclassification results in an annual cost increase of \$3,514. The Department has stated that there is money in the budget to cover this increase.

Estimated	Records Clerk Grade D, Step 4	Public Records Specialist Grade E, Step 4
Salary	\$49,629	\$52,686
FICA	\$3,797	\$4,031
WRS (General)	\$3,449	\$3,662
Worker's Comp	\$104	\$111
Health Insurance	\$17,712	\$17,712
Dental Insurance	\$1,402	\$1,402
Life Insurance	\$63	\$67
TOTAL COMPENSATION	\$76,156	\$79,670

- C: Police Chief Chris Davis
Police Commander Shannon Seymer-Tabaska
Police Office Manager Lisa Wachowski



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 8, 2025

PREPARED BY

AGENDA ITEM # F.I

Report of Routine Personnel Actions

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Personnel Action Report 4.8.25

**REPORT OF ROUTINE PERSONNEL ACTIONS
FOR REGULAR EMPLOYEES
April 8, 2025**

<u>Position</u>	<u>Department/Division</u>	<u>Name</u>	<u>Date</u>
<u>New Hire</u>			
Firefighter	Fire	Payton Resulta	3/17/2025
Conservation Corps Crew Member	PRF	Lily Armstrong	3/17/2025
Conservation Corps Crew Member	PRF	Lyric Esslinger	3/17/2025
Conservation Corps Crew Member	PRF	Callie Kafura	3/17/2025
Conservation Corps Crew Member	PRF	Elizabeth Angemi	3/17/2025
Conservation Corps Crew Member	PRF	Savannah Mikle	3/17/2025
Park Maintenance Worker	PRF	Tyler Mabbett	3/24/2025
Parking Maintenance Tech	DPW	Erika Hoffmann	3/31/2025
Engineering Aide II	DPW	Joseph Bittner	3/31/2025
Administrative Clerk	DPW	Amanda Zuleger	3/31/2025
Specialist I	PD	Kendal Herwald	4/14/2025
Homeless Outreach Case Coordinator	CED	Jeremy Pingel	4/14/2025
<u>Promotion</u>			
Community Service Officer	PD	Rogelio Contreras-Gomez	3/6/2025
Administrative Clerk II	Admn Svs	Stacy Menke	3/10/2025
Neighborhood Compliance Inspector	CED	Tom Nier	4/7/2025
<u>Grade/Step Change</u>			
Advanced Patrol Officer	PD	Britney Prange	2/22/2025
Advanced Patrol Officer	PD	Keith Rager	2/22/2025
Specialist I	PD	Eric Meyer	1/3/2025
Specialist I	PD	Raymond Berglund	1/3/2025
Paralegal	Law	Lindsey Belongea	3/11/2025
Truck Driver - Streets	DPW	Kenneth Hansen	3/25/2025
Patrol Officer	PD	Ashley Mills	1/7/2025
Patrol Officer	PD	Aaron Kopp	3/18/2025
Custodian I	PD	Kevin Francois	3/2/2025
Captain	PD	Clinton Beguhn	3/10/2025
Account Clerk II	Admn Svs	Jessica Deal	3/13/2025
Safety Coordinator	HR	Seng Yang	3/13/2025
Deputy City Attorney	Law	Lacey Cochart	3/28/2025
Operations Supervisor	Transit	Jake Lueptow	3/28/2025
Recreation Coordinator	PRF	Larissa O'Malley	3/30/2025
Evidence Technician	PD	Jean Rakers	2/20/2025
Support Assistant	PD	Kristin Clark	2/5/2025
Specialist I	PD	Kamra Allen	1/3/2025
Specialist I	PD	Jessica Bahl	1/3/2025
Truck Driver - Streets	DPW	R. Scott Blank	4/7/2025
Truck Driver - Streets	DPW	Kevin Boesen	4/7/2025
Operator I	DPW	Curt Ceithamer	4/7/2025
Administrative Clerk	Admn Svs	Nathan Condon	3/24/2025
Operator I	DPW	Jody Cooney	4/7/2025
Truck Driver - Sanitation	DPW	Brian Colburn	4/7/2025
Truck Driver - Sanitation	DPW	Jeffrey Curnett	4/7/2025

Operator I - Street	DPW	Todd Erieau	4/1/2025
Signs Laborer	DPW	Jacob Glatt	4/7/2025
Operator I	DPW	Shane Hovanick	4/7/2025
Parking Enforcement Officer	DPW	Gaylord Katzbahn	3/23/2025
Truck Driver - Sanitation	DPW	Timothy Kosch	4/7/2025
Truck Driver - Sanitation	DPW	Kevin Lacombe	4/7/2025
Operator I	DPW	Elliot Ness	4/7/2025
Laborer - Sanitation	DPW	Anthony Pethan	4/7/2025
Truck Driver - Sanitation	DPW	David Rollin	4/7/2025
Truck Driver - Sanitation	DPW	Steven Rosenthal	4/7/2025
Laborer - Street	DPW	Joseph Stehsel	4/7/2025
Truck Driver - Sanitation	DPW	Matthew Tochtermann	4/7/2025
Truck Driver - Sanitation	DPW	Brian Vandenplas	4/7/2025
Truck Driver - Sanitation	DPW	Scott VanderVelden	4/7/2025
Truck Driver - Sanitation	DPW	Robert Wegener	4/7/2025
Truck Driver - Streets	DPW	Paula Whiting	4/7/2025
Operator I	DPW	Grant Willems	4/7/2025
Park Maintenance Worker	PRF	Benjamin Verheyen	4/7/2025
Wildlife Sanctuary Superintendent	PRF	Steven Lakatos	3/2/2025
Park Ranger II	PRF	Austini Larsen	3/18/2025
Park Maintenance Worker	PRF	Gregory Heezen	4/7/2025
Mechanic	Transit	Jim Drake	4/1/2025
Battalion Chief	Fire	Quincy Koltz	4/4/2025
Transit Operator	Transit	John Manser	4/26/2025
Park Maintenance Worker	PRF	Larry Loppnow	4/7/2025
Administrative Clerk	PRF	Jamie Desitche	4/7/2025
Administrative Clerk	PD	Gina Bendorf	3/25/2025
Patrol Officer	PD	Dylan Doepeke	4/1/2025
Lieutenant	PD	Steven Meisner	4/15/2025
Patrol Officer	PD	Colton Moore	4/28/2025
Parking Maintenance Tech	DPW	Eric Doyka	4/7/2025
Sewer Maintenance Worker	DPW	Jeremy Gilson	4/7/2025
Truck Driver - Streets	DPW	Jason Loppnow	4/7/2025
Neighborhood Compliance Inspector	CED	Michael Boutott	4/8/2025
Parking Maintenance Tech	DPW	Jason Shelly	4/7/2025

End of Employment

Laborer - Street	DPW	Josh Guns	3/19/2025
Housing Inspector	CED	Tim Meves	4/30/2025
Public Records Specialist	PD	Jessica Stein	4/2/2025
Custodian I	PD	Kevin Francois	4/4/2025
Program and Project Manager	CED	Wendy Townsend	4/1/2025
Time Clerk	DPW	Cynthia Tappy	4/16/2025
Operations Assistant	Transit	Doug Janssen	4/18/2025
Account Clerk II	DPW	Shiela Petitjean	4/4/2025
Patrol Officer	PD	Emma Strzelecki	3/26/2025
Specialist II	PD	Kevin Kempf	4/30/2025