



MINUTES OF THE PERSONNEL COMMITTEE

TUESDAY, SEPTEMBER 9, 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.

- I. Members: Bill Galvin, Brian Johnson, Kathy Hinkfuss, Jennifer Grant

Present: Brian Johnson, Kathy Hinkfuss, Jennifer Grant

Excused: Bill Galvin

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Tuesday, September 9, 2025, meeting of the Personnel Committee.

Moved by Ald. Jennifer Grant, seconded by Ald. Kathy Hinkfuss to approve the agenda.
Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the Tuesday, August 12, 2025 meeting.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Jennifer Grant to approve.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

E. REGULAR BUSINESS.

1. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.
 - a. Custodian I
 - b. Administrative Clerk
 - c. Laborer
 - d. Conservation Corps Field Assistant

Moved by Ald. Jennifer Grant, seconded by Ald. Kathy Hinkfuss to to take items (I) A,B,C and D with one roll call vote.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Jennifer Grant to approve.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

2. For consideration with possible action on the request to reclassify one vacant Parking Maintenance Technician position to a Parking Maintenance Foreperson and fill any subsequent vacancies resulting from internal transfers.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Jennifer Grant to approve.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

3. For consideration with possible action on the request to reclassify one vacant Civil Engineer II position to a Senior Landscape Architect and fill any vacant positions resulting from internal transfers.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Jennifer Grant to approve.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

4. For consideration with possible action on the proposed ordinance for the Mayor salary for the next term beginning in 2027.

Moved by Ald. Jennifer Grant, seconded by Ald. Kathy Hinkfuss to approve.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

5. For consideration with possible action on the request to remove the requirement to request approval for replacement of existing, budgeted positions when a vacancy occurs; and for internal transfers between positions that do not involve changes to classification, FTE status, or pay grade.

Moved by Ald. Jennifer Grant, seconded by Ald. Kathy Hinkfuss to approve option #2 through the end of 2026 with the process revisited and discussed at a Personnel Committee meeting in December, 2026.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.

F. INFORMATIONAL.

1. Report of Routine Personnel Actions

2. Next Meeting: Tuesday, September 23, 2025

G. ADJOURNMENT.

1. Adjournment of the Tuesday, September 9, 2025, meeting of the Personnel Committee.

Moved by Ald. Jennifer Grant, seconded by Ald. Kathy Hinkfuss to adjourn.

Motion Passed.

Yes-Brian Johnson, Kathy Hinkfuss, Jennifer Grant, No-None, Abstain-None.