



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final

Human Resources & Information Technology Committee

Wednesday, April 24, 2019

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[19-0281](#) Minutes from 2/13/19

Attachments: [Minutes 2.13.19.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[19-0588](#) Request for Public Works to change 4 Operator positions to 4 Operator I positions.

Attachments: [DPW reorg Operator to Op 1.pdf](#)

[19-0532](#) ORGANIZATIONAL MATTERS
Elect a Vice-Chair
Set meeting date/time
Designate a contact person

6. Information Items

[19-0589](#) I.T. Department updates on:
IT Department Responsibilities
ERP
Fiber/Jones Park - Memorial Park
Migration to new servers
MDC upgrades
PC Upgrades

[19-0280](#) Responses from questions at the February committee meeting.

Attachments: [February meeting responses.pdf](#)

[19-0522](#) 2019 Employee Glance Chart

Attachments: [2019GlanceChart_4_3_19.pdf](#)

[19-0529](#) 2018 Pay for Performance data.

Attachments: [2019 P4P adjustment for all departments.pdf](#)

[19-0590](#) Changes to Conditions of Employment policy

Attachments: [CONDITIONS OF EMPLOYMENT.pdf](#)

[19-0591](#) Changes to Privacy Policy

Attachments: [PRIVACY POLICY.pdf](#)

[19-0301](#) Recruitment status report 4-19-19

Attachments: [RSR thru 4-18-19.pdf](#)

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

Questions on agenda contact Director Matz at 920-832-6426



City of Appleton

100 North Appleton Street
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Meeting Minutes Human Resources & Information Technology Committee

Wednesday, February 13, 2019

6:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership

Aldersperson Spears arrived at 6:12pm

Present: 4 - Konetzke, Spears, Baranowski and Raasch

Excused: 1 - Baker

3. Approval of minutes from previous meeting

[18-1670](#)

Request to approve minutes from 10/24/18 and 11/7/18 meetings.

Attachments: [Minutes 10-24-18.pdf](#)

[Minutes 11-7-18.pdf](#)

Baranowski moved, seconded by Raasch, that the minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Baranowski and Raasch

Excused: 1 - Baker

Absent: 1 - Spears

4. Public Hearings/Appealances

5. Action Items

[19-0146](#)

Request to approve Legal Services Department to eliminate position of Elections Clerk and replace it with an Administrative Support Specialist.

Attachments: [Clerk Re-org. Memo 2019.pdf](#)

[Legal Services TO draft 2-1-18.pdf](#)

Raasch moved, seconded by Baranowski, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Baranowski and Raasch

Absent: 2 - Spears and Baker

[19-0147](#)

Request approval of the Police Department reorganization to remove one Communication Specialist and add a Forensic Evidence Specialist along with the approval of changes to divisional titles and restructuring of divisions.

Attachments: [Police Table of Org Modification Request Feb 2019.pdf](#)
[Police TO draft 2-7-19.pdf](#)

Raasch moved, seconded by Baranowski, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Baranowski and Raasch

Absent: 2 - Spears and Baker

6. Information Items

[19-0149](#)

I.T. updates on projects:

- * ERP
- * Granicus
- * Fiber - Jones Park
- * Camera systems
- * Hardware upgrades

This update was presented

[18-1678](#)

Appleton Housing Authority Memorandum of Understanding agreement.

Attachments: [Appleton Housing Authority Insurance MOU 2018.pdf](#)

This MOU was presented

[19-0210](#)

Connecting Care Clinic 2018 annual report

Attachments: [CCC Q4 2018.pdf](#)

This annual report was presented

[19-0208](#)

2018 Human Resources end of year budget report

Attachments: [HR 2018 EOY Report.pdf](#)

This EOY budget was presented

[19-0209](#)

Transition of Greg Biese of Associated Benefits and Risk Consulting to new agent.

This information was presented

[18-1667](#)

Changes to the Bloodborne Pathogens policy.

Attachments: [Bloodborne Pathogens Policy 2018 Strike Bold.pdf](#)

This policy was presented

[18-1668](#)

Changes to the Telecommuting policy.

Attachments: [Telecommuting Policy.pdf](#)

This policy was presented

[18-1669](#)

Changes to the Electronic Communication policy.

Attachments: [Electronic Communicaton Policy 11-2018.pdf](#)

This policy was presented

[19-0148](#)

Recruitment Status Report 2-8-19

Attachments: [RSR thru 2-7-19.pdf](#)

This report was presented

7. Adjournment

Baranowski moved, seconded by Spears, that the meeting adjourn at 6:46 be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Konetzke, Spears, Baranowski and Raasch

Absent: 1 - Baker



MEMO

"...meeting community needs...enhancing quality of life."

TO: Human Resources Committee
Municipal Services Committee

FROM: Nate Loper, Deputy Director of Public Works - Operations

DATE: April 18, 2019

SUBJECT: Changes to the Department of Public Works Table of Organization – Operations Division

The Department of Public Works is proposing to modify the Operations Division Table of Organization by reclassifying four (4) Operator positions to an Operator I classification.

<u>Current FTE</u>		<u>Proposed FTE</u>	
Operator	5.5	Operator	1.5
Operator I	28	Operator I	32
Operator II	<u>26</u>	Operator II	<u>26</u>
Total	59.5	Total	59.5

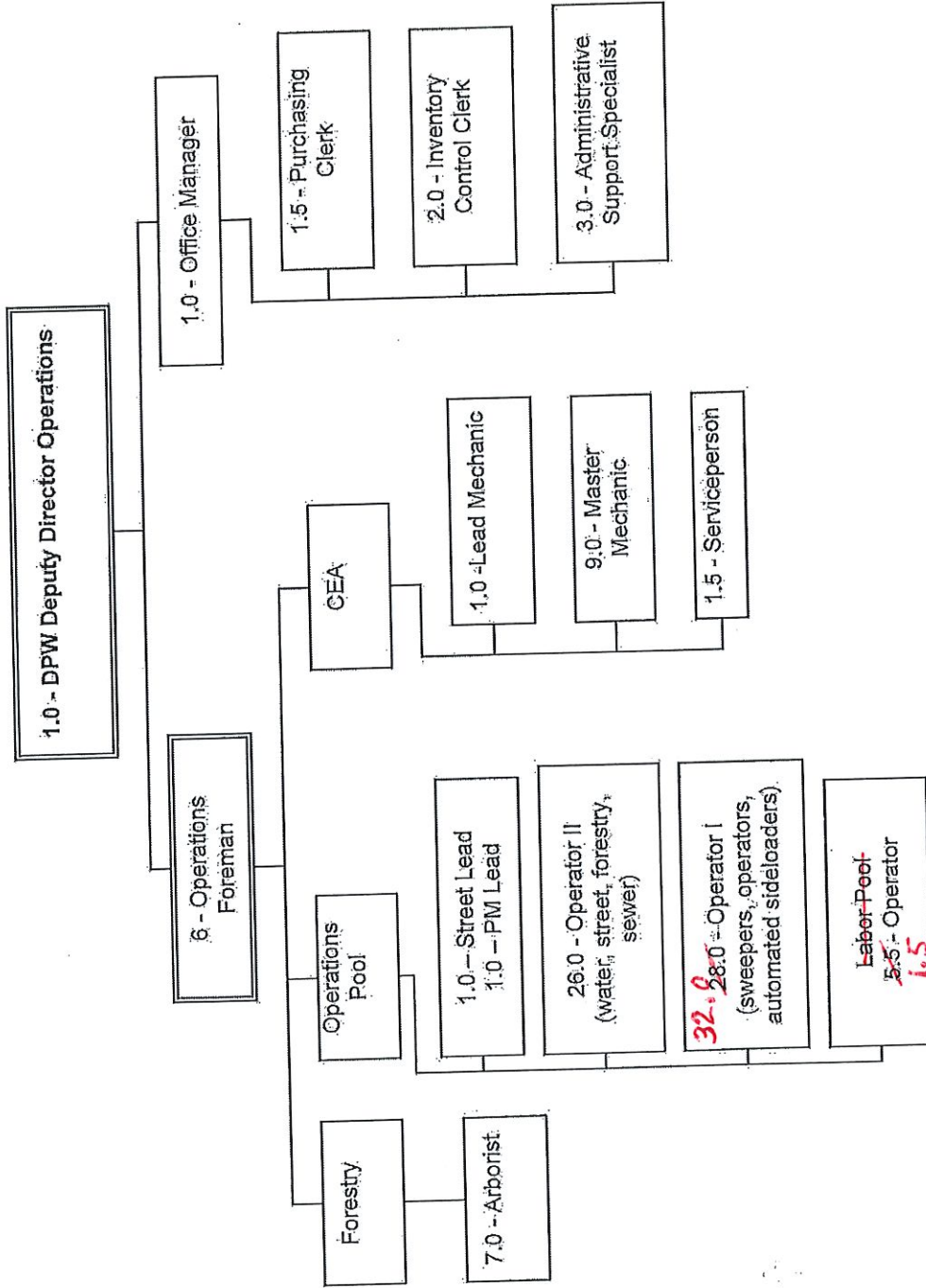
By making this change we expect to improve employee retention rates by paying employees the appropriate wage for the work they are performing. Currently, these four "Operators" work alongside the Operator I's and perform the same tasks as them for the majority or entirety of each day. They operate all the same equipment, plow snow and perform all other work associated with an Operator I classification. On average, these Operators perform Operator I duties approximately 75% of the year.

We also expect this change to improve employee attraction rates by offering a more competitive starting wage for new hires. The number of qualified applicants we receive for our Operator positions has been trending in the wrong direction over the past several years. We have made a few changes in hopes of attracting more qualified candidates, including changing the position title from Laborer to Operator, advertising the full pay range up to the 120% amount and marketing our advancement opportunities "promoting from within" philosophy in Public Works. However, these changes seem to have made little impact on our applicant pool.

Overall, we feel this change will not only help improve our employee retention and attraction rates but also be consistent with the City's Strategic Plan of "responsibly delivering excellent services" (Key Strategy #1) and "recognizing and growing everyone's talents" (Key Strategy # 3). The cost to implement this change is expected to be approximately \$14,144 annually (\$1.70/hr x 2080 hours/yr x 4 employees). The increased salary expenses for these changes will be offset by utilizing unused 2019 salary dollars that have accrued while filling several vacant positions from recent DPW retirements and resignations. Any resulting future salary increases will be subject to future departmental budget requests which should mostly be offset by upcoming expected retirements.

Attachment: Table of Organization

C: Paula Vandehey, Public Works Director
Tony Saucerman, Finance Director
Sandy Matz, Human Resources Director



Council Approved 11/7/18

Human Resources

Memorandum

To: HR Committee
From: Sandy Matz 
CC: Common Council

This memo is in response to some questions that were raised at our February 13, 2019 committee meeting.

- 1- In response to the question that was raised about the IGE Antibody, single allergen being one of the top labs on the 4th quarter Connecting Care Clinic report.

This lab panel is ordered to determine food related allergies.

It is a typical lab panel order for any provider clinic based upon the patient's reason for visit and symptoms.

The total retail cost for those 118 labs in 2018 would be \$3,053.36

The discounted cost is \$1,720.44

- 2- In response to the 116 FMLA's in 2018, I have attached a breakdown of those leaves by department, by type of leave and the 2 previous years totals.
- 3- Lastly, in response to the 65 employee separations for 2018, I have attached a breakdown by department.

If you have any further questions, please contact me.

2018 FMLA Breakdown

Department

Community Development	3
Public Works	16
Finance	5
Fire	16
Health	1
Human Resources	2
Information Technology	1
Legal Services	2
Library	8
Mayor	1
Police	29
Parks, Recreation& Facilities	1
Utilities	11
Valley Transit	20
Total	116

Caretaking	48	41.38%
Birth	13	11.21%
Medical (self)	55	47.41%
		100.00%

2017 129 total leaves-FMLA

2016 117 total leaves-FMLA

2018 Employee Separations

Department		Resignations	Retirements	Involuntary
Community Development	0	0	0	0
Public Works	11	5	6	0
Finance	0	0	0	0
Fire	4	1	3	0
Health	4	3	1	0
Human Resources	2	0	2	0
Information Technology	0	0	0	0
Legal Services	1	1	0	0
Library	10	5	5	0
Mayor	0	0	0	0
Police	18	14	4	0
Parks, Recreation& Facilities	2	1	1	0
Utilities	3	1	2	0
Valley Transit	10	4	5	1
Total	65	35	29	1
Police Resignations:				
Crossing Guards		2		
Clerical		3		
Community Service Officers		4		
Officers		5		

CITY OF APPLETON

GLANCE CHARTS

APRIL 3, 2019



F – FULL TIME

P – PART TIME NON BENEFITED

R – PART TIME BENEFITED

D – PART TIME BENEFITED (NO MEDICAL)

L – PART TIME NON BENEFITED (W/ LEAVE RECORDS)

PERSONNEL INFORMATION 2019

Budgeted Positions by Department

Department	# in BU	FTE	FT	Actual PT
Comm & Economic Development		17.7	17	1
Finance		15.5	15	1
Fire	84	96	96	
Health		13.15	9	7
Human Resources		8.8	8	1
Information Technology		11	11	
Legal Services		10	10	
Library		46.5	35	23
Mayor		4	4	
Park, Rec & Facilities Management		30	28	3
Police				
Sworn Positions	92	113	113	
Civilian Positions		27	27	
Public Works				
Administration		3	3	
Engineering		31.34	30	2
Inspection		9	9	
Traffic		7	7	
Parking		10	10	
MSB Office		8.5	8	1
Operations		73.5	73	1
CEA		12.5	12	1
Utilities				
Administration		3	3	
Waste Water		20	20	
Water Filtration		11	11	
Valley Transit	54	59.1	52	12
Total Budgeted Positions	230	640.59	611	53

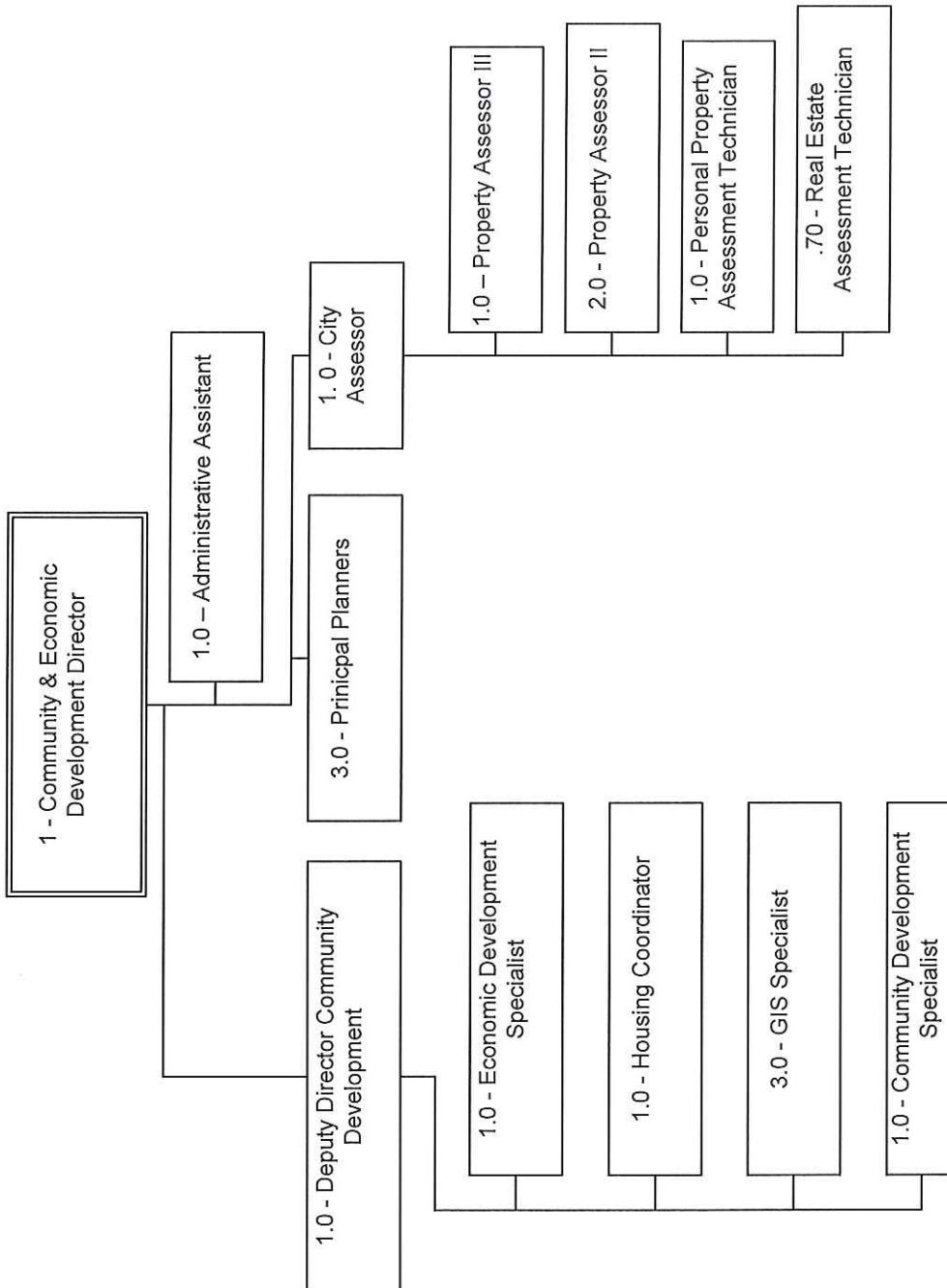
Total includes full time equivalent approved in budget positions.

Temporary non-benefited, seasonals and CSO's are not included in departmental totals

COMMUNITY AND ECONOMIC DEVELOPMENT

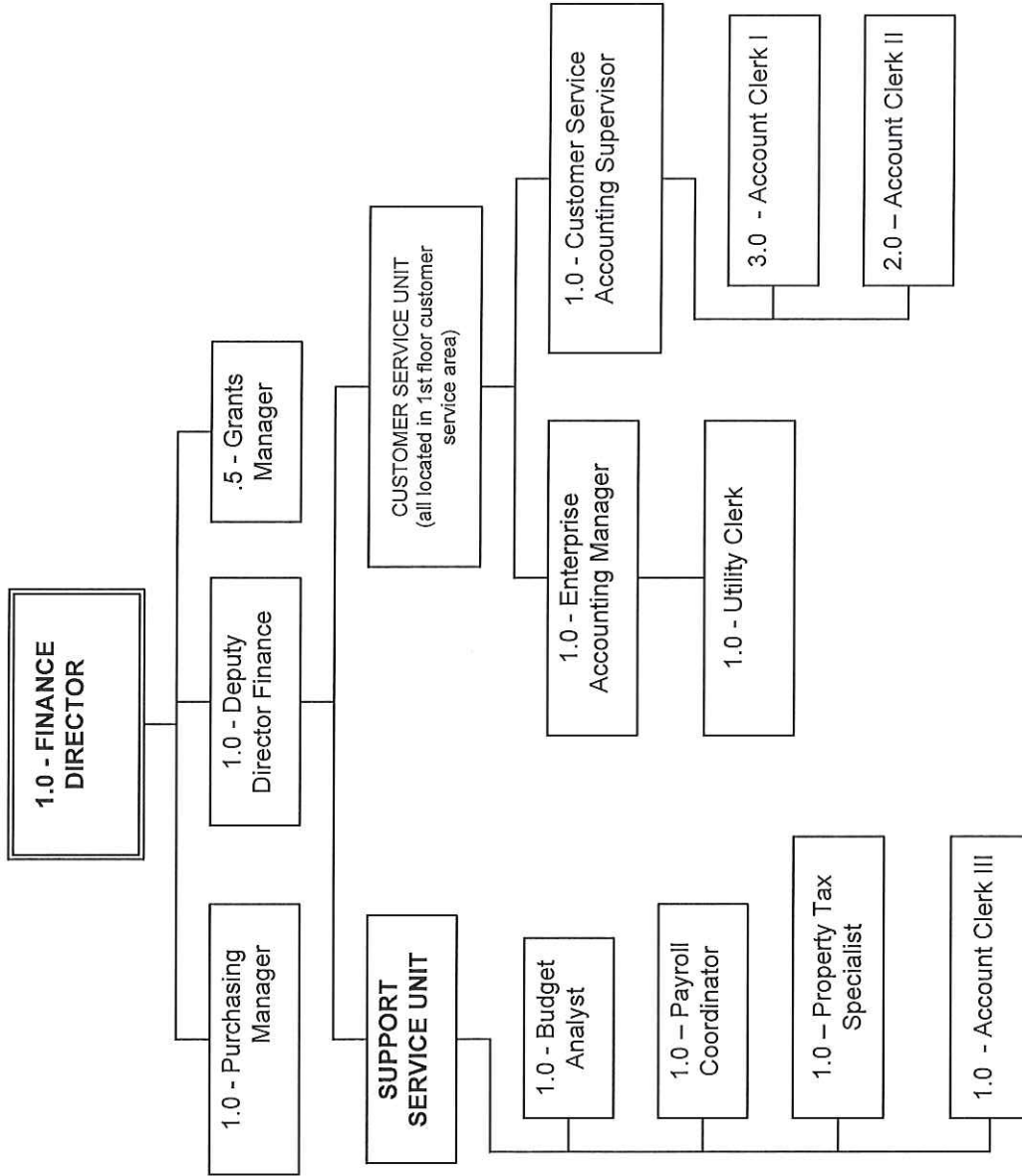
	Last Name	First Name	Title	Hire Date	Houlyr Rate	Status
E	HARKNESS	KAREN	DIRECTOR COMMUNITY & ECONOMIC DEVELOPMENT	11/10/08	\$56.99	F
E	STAGE	MONICA	DEPUTY DIRECTOR COMMUNITY ECONOMIC DEVELOPMENT	12/16/96	\$47.96	F
N	BROESKE	BRENDA	ADMINISTRATIVE ASSISTANT - COMM/ECON DEV	10/26/92	\$24.04	F
E	REHBEIN	MATTHEW	ECONOMIC DEVELOPMENT SPECIALIST	8/27/12	\$34.76	F
E	BONNET	LAURA	HOUSING COORDINATOR	7/30/01	\$36.57	F
E	HARP	DONALD	PRINCIPAL PLANNER	6/14/99	\$37.89	F
E	KRESS	DAVID	PRINCIPAL PLANNER	9/22/14	\$27.24	F
E	TITEL	JESSICA	PRINCIPAL PLANNER	7/19/17	\$30.93	F
E	ANDERSON	HEATH	GIS SPECIALST	9/09/13	\$30.32	F
E	LUND	MARK	GIS SPECIALST	6/22/99	\$35.57	F
E	SCHNEIDER	JESSICA	GIS SPECIALST	6/29/98	\$35.86	F
N	GERHARD	NIKKI	COMMUNITY DEVELOPMENT SPECIALIST	3/14/16	\$28.75	F

E	BROSMAN	DEANN	CITY ASSESSOR	6/01/04	\$45.99	F
N	SMITH	TIMOTHY	PROPERTY ASSESSOR III	7/20/98	\$35.38	F
N	STEENBOCK	DANIEL	PROPERTY ASSESSOR II	8/23/04	\$29.83	F
N	TOOKE	MATTHEW	PROPERTY ASSESSOR II	2/06/06	\$30.21	F
N	THELEN	LONA	PERSONAL PROPERTY ASSESSMENT TECHNICIAN	1/04/16	\$25.99	F
N	PIETILA	KAREN	REAL ESTATE ASSESSMENT TECHNICIAN - .7 FTE	6/01/10	\$24.01	D



FINANCE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	SAUCERMAN	ANTHONY	FINANCE DIRECTOR	8/24/98	\$61.33	F
E	OHMAN	JERI	DEPUTY DIRECTOR FINANCE	5/29/18	\$41.26	F
E	HOFT-MARCH	JOHN	BUDGET ANALYST	12/29/97	\$39.10	F
E	FAIT	JEFFREY	PURCHASING MANAGER	8/04/00	\$36.74	F
E	RINDT	KELLI	ENTERPRISE ACCOUNTING MANAGER	1/07/02	\$40.74	F
E	PAPLHAM	KATIE	CUSTOMER SERVICE ACCOUNTING SUPERVISOR	11/21/17	\$31.91	F
N	BURTON	MICHELLE	PAYROLL COORDINATOR	10/25/00	\$26.37	F
N	STOHL	KRISTIN	PROPERTY TAX SPECIALIST	12/02/13	\$22.19	F
N	HACKL	JUDY	UTILITY CLERK - FINANCE	11/06/95	\$23.70	F
N	DOMRO	HEIDI	ACCOUNT CLERK III - FINANCE	10/01/01	\$23.57	F
N	GRAVUNDER	EILEEN	ACCOUNT CLERK II - FINANCE	4/24/95	\$21.30	F
N	STARAL	LISA	ACCOUNT CLERK II - FINANCE	11/13/06	\$21.24	F
N	ARNDT	TIERNEY	ACCOUNT CLERK I - FINANCE	2/26/19	\$16.00	F
N	EDDY	RAQUEL	ACCOUNT CLERK I - FINANCE	3/12/19	\$16.00	F
N	MASCHKE	TYLER	ACCOUNT CLERK I - FINANCE	11/19/14	\$16.61	F



FIRE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	HANSEN	JEREMY	FIRE CHIEF	7/16/18	\$60.53	F
E	BAKER	DARREL	DEPUTY FIRE CHIEF	11/28/88	\$52.50	F
E	PATTERSON	STEVEN	FIRE PROTECTION ENGINEER	10/02/06	\$41.74	F
N	KEMPEN	DAVID	CIVILIAN FIRE INSPECTOR	2/01/07	\$31.89	F
E	BROCHTRUP	SHARON	ASSISTANT TO FIRE CHIEF	6/29/92	\$39.10	F
N	WILCOX	NANCY	ADMINISTRATIVE ASSISTANT - FIRE	6/23/14	\$20.33	F

E	KING	EDMUND	TRAINING & RESOURCE DEVELOPMENT SPECIALIST	10/02/17	\$28.22	F
E	FELAUER	JEFFREY	FIRE BATTALION CHIEF	3/01/93	\$43.14	F
E	KROLL	ETHAN	FIRE BATTALION CHIEF	2/25/91	\$46.81	F
E	WEYERS	RYAN	FIRE BATTALION CHIEF	7/23/01	\$46.95	F
E	YOUNG	SHANNON	FIRE BATTALION CHIEF	8/14/89	\$44.18	F
E	VACANT		FIRE BATTALION CHIEF			

N	JAMES	FREDERICK	FIRE CAPTAIN	4/01/96	\$40.01	F
N	LEE	JASON	FIRE CAPTAIN	9/18/00	\$39.27	F
N	MUELLER	MICHAEL	FIRE CAPTAIN	2/05/90	\$40.01	F
N	PELKIN	SCOTT	FIRE CAPTAIN	9/18/00	\$39.27	F
N	SCOTT	JOE	FIRE CAPTAIN	3/01/93	\$40.01	F
N	WOODZICKA	MICHAEL	FIRE CAPTAIN	8/14/89	\$39.23	F

N	BEAN	TODD	FIRE LIEUTENANT	3/22/99	\$38.48	F
N	BECKER	MICHAEL	FIRE LIEUTENANT	5/13/02	\$37.66	F
N	BIALAS	MICHELLE	FIRE LIEUTENANT	4/01/96	\$38.48	F
N	BORSKI	GERALD	FIRE LIEUTENANT	9/13/99	\$38.48	F
N	CALAWAY	WILLIAM	FIRE LIEUTENANT	4/20/98	\$38.48	F
N	CULLEN	GREGORY	FIRE LIEUTENANT	3/22/99	\$38.48	F
N	HARTFIEL	BRIAN	FIRE LIEUTENANT	2/05/90	\$38.48	F
N	HENKEL	CORBY	FIRE LIEUTENANT	4/10/00	\$38.48	F
N	HOTYNSKI	JEREMY	FIRE LIEUTENANT	11/13/95	\$38.48	F
N	KIRCHNER	JACOB	FIRE LIEUTENANT	7/23/2001	\$37.66	F
N	MEYER	TIMOTHY	FIRE LIEUTENANT	1/08/01	\$37.66	F
N	NELESSEN	JEFFREY	FIRE LIEUTENANT	7/10/95	\$38.48	F
N	RUCYNSKI	CHAD	FIRE LIEUTENANT	5/15/95	\$38.48	F
N	UNRUH	STEVEN	FIRE LIEUTENANT	7/23/01	\$37.66	F
N	VRECHEK	DOUGLAS	FIRE LIEUTENANT	3/22/99	\$38.48	F

N	AWE	GARY	FIRE DRIVER ENGINEER	9/13/99	\$36.85	F
N	BLOB	TIMOTHY	FIRE DRIVER ENGINEER	6/21/04	\$36.10	F
N	BRAUTIGAM	BRAD	FIRE DRIVER ENGINEER	5/12/03	\$36.10	F
N	BROWN	JUSTIN	FIRE DRIVER ENGINEER	5/05/03	\$36.10	F
N	BUTRY	DARRIN	FIRE DRIVER ENGINEER	7/10/95	\$36.85	F
N	COOK	BRIAN	FIRE DRIVER ENGINEER	3/17/97	\$36.85	F
N	DAANEN	TODD	FIRE DRIVER ENGINEER	2/05/90	\$36.85	F
N	GALICA	ADAM	FIRE DRIVER ENGINEER	5/13/02	\$36.85	F
N	GERRITS	MATTHEW	FIRE DRIVER ENGINEER	5/05/03	\$36.85	F

This information is effective
April 3, 2019

FIRE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	HIETPAS	MICHAEL	FIRE DRIVER ENGINEER	5/5/2003	\$36.85	F
N	KARPINSKI	SCOTT	FIRE DRIVER ENGINEER	3/17/97	\$36.85	F
N	KASTEN	KRAIG	FIRE DRIVER ENGINEER	4/20/98	\$36.85	F
N	KJORLIEN	JAY	FIRE DRIVER ENGINEER	8/14/89	\$36.85	F
N	KNAUER	BRYAN	FIRE DRIVER ENGINEER	3/17/97	\$36.85	F
N	KULAS	STEPHEN	FIRE DRIVER ENGINEER	8/14/89	\$36.85	F
N	LEE	RYAN	FIRE DRIVER ENGINEER	6/21/04	\$36.10	F
N	LEE	BENJAMIN	FIRE DRIVER ENGINEER	4/10/00	\$36.85	F
N	MALONEY	JEFFERY	FIRE DRIVER ENGINEER	8/14/89	\$36.85	F
N	NEECK-LAPPEN	MICHELLE	FIRE DRIVER ENGINEER	4/20/98	\$36.85	F
N	PATZ	ANDREW	FIRE DRIVER ENGINEER	5/13/02	\$36.85	F
N	REIGLES	DAVID	FIRE DRIVER ENGINEER	7/23/01	\$36.85	F
N						

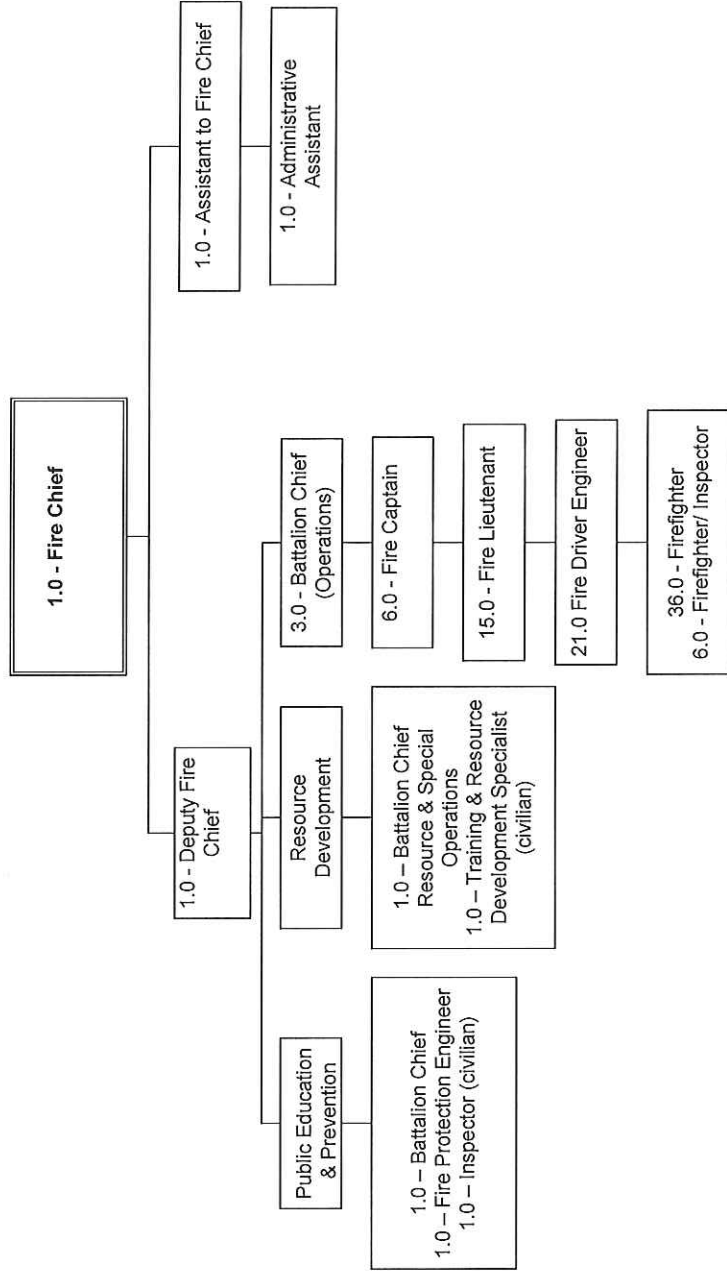
N	DAMROW	TIMOTHY	FIRE FIGHTER/INSPECTOR	4/02/12	\$36.56	F
N	DETERT	JEREMIAH	FIRE FIGHTER/INSPECTOR	7/23/01	\$37.66	F
N	HANSEN	ADAM	FIRE FIGHTER/INSPECTOR	6/21/04	\$37.66	F
N	JOHNSON	CHAD	FIRE FIGHTER/INSPECTOR	5/13/02	\$37.66	F
N	MILHANS	NATHANIAL	FIRE FIGHTER/INSPECTOR	4/21/08	\$37.66	F
N	RAKUN	BARTHOLOMEW	FIRE FIGHTER/INSPECTOR	5/19/14	\$36.56	F

N	BALCZEWSKI	CASEY	FIRE FIGHTER	6/11/18	\$27.68	F
N	BRITZKE	CHRISTOPHER	FIRE FIGHTER	4/13/09	\$35.32	F
N	DERCKS	MATTHEW	FIRE FIGHTER	4/21/08	\$35.32	F
N	DESLAURIERS	MARK	FIRE FIGHTER	5/12/03	\$35.32	F
N	DOBBE	ANDREW	FIRE FIGHTER	8/14/06	\$35.32	F
N	DONNAY	CHAD	FIRE FIGHTER	6/08/15	\$30.21	F
N	GLOUDEMANS	MATTHEW	FIRE FIGHTER	4/03/17	\$29.39	F
N	HAMMER	DAVID	FIRE FIGHTER	6/08/15	\$30.21	F
N	HENDRICKS	TODD	FIRE FIGHTER	3/28/05	\$35.32	F
N	JAHR	STEVEN	FIRE FIGHTER	4/01/13	\$33.01	F
N	KINLEY	TROY	FIRE FIGHTER	4/21/08	\$35.32	F
N	KOSTECHK	CASEY	FIRE FIGHTER	8/16/10	\$35.32	F
N	KOZIKOWSKI	JOSOPH	FIRE FIGHTER	4/13/09	\$35.32	F
N	KUBISIAK	RILEY	FIRE FIGHTER	8/15/11	\$33.98	F
N	LANE	ANDREW	FIRE FIGHTER	4/21/08	\$35.32	F
N	LINEHAN	TYLER	FIRE FIGHTER	4/01/19	\$27.14	F
N	LUNDGAARD	MITCHELL	FIRE FIGHTER	3/28/05	\$35.32	F
N	LUTZ	TIMOTHY	FIRE FIGHTER	7/23/01	\$35.32	F
N	LYNCH	KELLY	FIRE FIGHTER	8/14/06	\$35.32	F
N	MICKELSON	TYLER	FIRE FIGHTER	8/16/10	\$35.32	F
N	MURPHY	KEEGAN	FIRE FIGHTER	4/01/13	\$33.01	F
N	NATE	TRAVIS	FIRE FIGHTER	4/03/17	\$29.39	F
N	NELSON	COLE	FIRE FIGHTER	4/01/19	\$27.14	F
N	PAISER	ADAM	FIRE FIGHTER	4/13/09	\$35.32	F
N	PEABODY	CODY	FIRE FIGHTER	6/11/18	\$27.68	F

This information is effective
April 3, 2019

FIRE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	ROSS	JORDAN	FIRE FIGHTER	6/08/15	\$30.21	F
N	SMITH	ALEXANDER	FIRE FIGHTER	4/01/19	\$27.14	F
N	STERNHAGEN	BRYCE	FIRE FIGHTER	4/03/17	\$29.39	F
N	VERSTEGEN	TIMOTHY	FIRE FIGHTER	4/01/19	\$27.14	F
N	WALESH	CODY	FIRE FIGHTER	4/03/17	\$29.39	F
N	WEBB	ANDREW	FIRE FIGHTER	4/21/08	\$35.32	F
N	WIESE	MICHAEL	FIRE FIGHTER	8/14/06	\$35.32	F
N	WINGER	ERIC	FIRE FIGHTER	6/08/15	\$30.21	F
N	WIRTZ	MICHAEL	FIRE FIGHTER	8/16/10	\$35.32	F
N	ZULEGER	KYLE	FIRE FIGHTER	10/16/17	\$28.49	F
N	ZUNKER	TYLER	FIRE FIGHTER	3/28/05	\$35.32	F

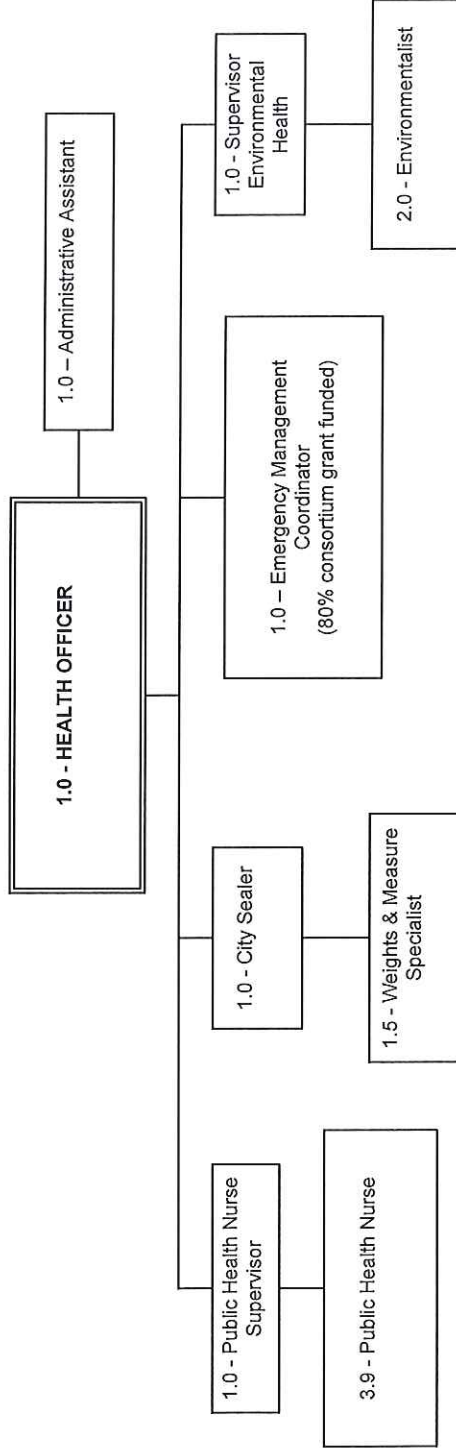


HEALTH DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	EGGEBRECHT	KURT	HEALTH OFFICER	1/04/00	\$56.89	F
E	VACANT		EMERGENCY MANAGEMENT COORDINATOR			
N	SUTTNER	MELISSA	ADMINISTRATIVE ASSISTANT - HEALTH	4/24/17	\$21.66	F
E	JENSEN	SONJA	PUBLIC HEALTH NURSE SUPERVISOR	3/25/13	\$38.39	F
E	VACANT					
N	SPRANGERS	KATHLEEN	PUBLIC HEALTH NURSE - .5 FTE	2/02/89	\$33.79	D
E	MOYLE	JESSICA	PUBLIC HEALTH NURSE - .9 FTE	1/09/12	\$29.76	R
N	RANKIN	ASHLEY	PUBLIC HEALTH NURSE - .5 FTE	10/27/15	\$27.48	D
N	MC NIEL	JENA	PUBLIC HEALTH NURSE - .5 FTE	4/30/18	\$29.51	D
E	WATERSTRADT	KRISTA	PUBLIC HEALTH NURSE - .5 FTE	8/21/18	\$27.41	D

E	MIRKES	TIMOTHY	SUPERVISOR ENVIRONMENTAL HEALTH	1/06/86	\$42.44	F
E	KIHL	STEVE	ENVIRONMENTALIST II	2/09/98	\$33.72	F
E	ROBERTS	MICHELLE	ENVIRONMENTALIST II	10/03/94	\$33.72	F

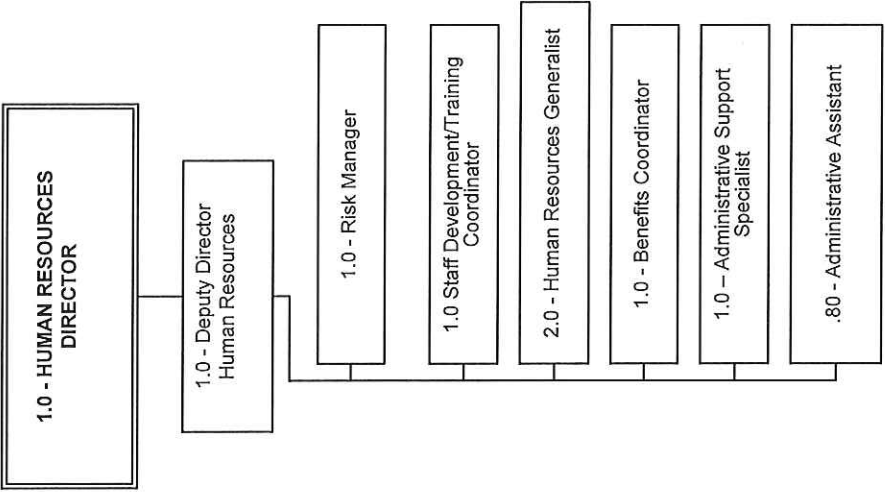
E	MAGGIO	ERIC	CITY SEALER	6/30/08	\$31.51	F
N	VERHAGEN	KEITH	WEIGHTS & MEASURES SPECIALIST	10/13/08	\$25.69	F
N	SCHMIDT	TODD	WEIGHTS & MEASURES SPECIALIST - .5 FTE	1/02/19	\$18.88	D



Council Approved 9/5/18

HUMAN RESOURCES

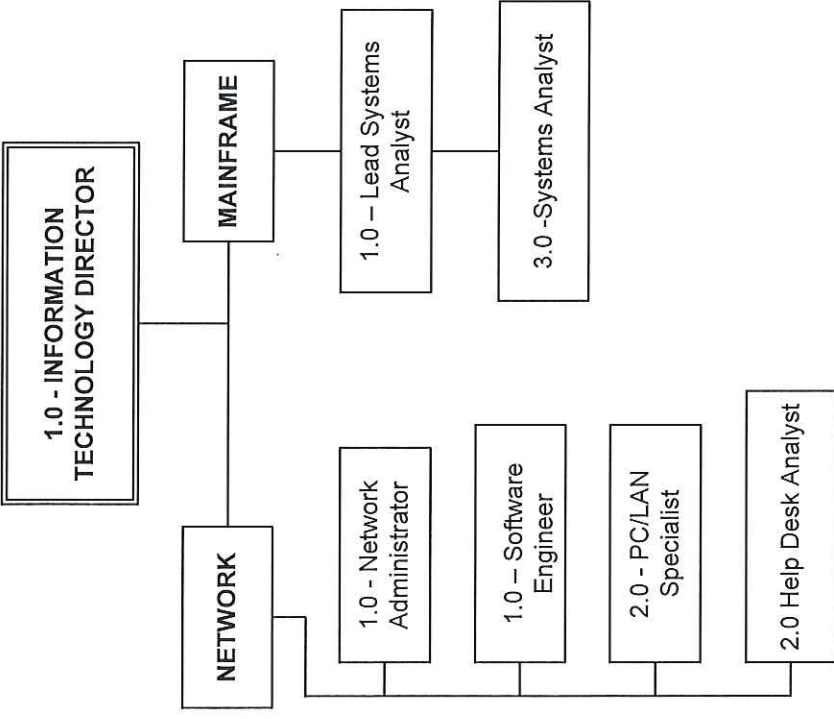
	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	MATZ	SANDRA	HUMAN RESOURCES DIRECTOR	5/19/97	\$66.71	F
E	VAN DEN BOGART	DEBRA	DEPUTY DIRECTOR HUMAN RESOURCES	9/28/98	\$52.60	F
E	MARGAN	BRIAN	RISK MANAGER	1/23/19	\$47.18	F
E	LEWIS	MELODY	STAFF DEVELOPMENT/TRAINING COORD	5/17/99	\$43.40	F
E	KAMP	KIM	HR GENERALIST	4/13/99	\$38.89	F
E	RATCHMAN	JAY	HR GENERALIST	8/02/04	\$37.94	F
N	RANK	MELODY	BENEFITS COORDINATOR - HR	12/08/86	\$32.52	F
N	HARTJES	DANA	ADMINISTRATIVE SUPPORT SPECIALIST - HR	7/11/16	\$18.97	F
N	KELLER	ALLISON	ADMINISTRATIVE ASSISTANT - HR - .8 FTE	12/26/17	\$19.33	R



Council Approved 7/11/18

INFORMATION TECHNOLOGY

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	FOX	DEAN	INFORMATION TECHNOLOGY DIRECTOR	6/27/05	\$52.73	F
E	SCHUMANN	BRAD	NETWORK ADMINISTRATOR	2/27/12	\$33.51	F
E	VANEVENHOVEN	TODD	SOFTWARE ENGINEER	9/12/07	\$36.73	F
N	COPPOCK	CHRISTOPHER	PC/LAN SPECIALIST	8/19/13	\$30.58	F
N	THOMPSON	JENNIFER	PC/LAN SPECIALIST	4/10/06	\$30.98	F
E	BEDARD	AMY	LEAD SYSTEMS ANALYST	12/18/95	\$40.81	F
E	JEPSON	DEBRA	SYSTEMS ANALYST	12/04/95	\$36.41	F
E	JONES	IDA	SYSTEMS ANALYST	1/13/97	\$36.26	F
E	VACANT		SYSTEMS ANALYST			
N	RACE	MICHAEL	HELP DESK ANALYST	5/18/15	\$24.07	F
N	VERTIN	MARGARET	HELP DESK ANALYST	5/22/95	\$31.00	F

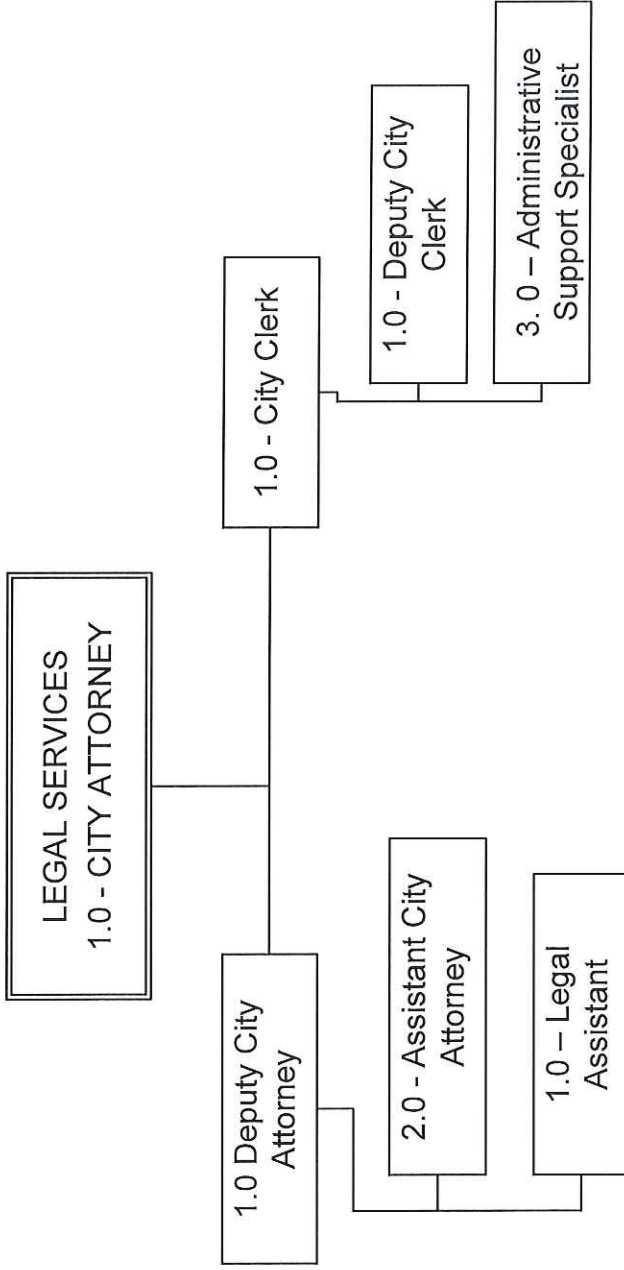


LEGAL SERVICES

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	WALSH	JAMES	CITY ATTORNEY	4/17/89	\$56.96	F
E	BEHRENS	CHRISTOPHER	DEPUTY CITY ATTORNEY	1/05/98	\$51.90	F
E	ABSHIRE	AMANDA	ASSISTANT CITY ATTORNEY II	12/01/14	\$36.09	F
E	GLAD	DARRIN	ASSISTANT CITY ATTORNEY I	6/26/17	\$31.07	F
N	GRIESBACH	JAMIE	LEGAL ASSISTANT	12/28/98	\$29.34	F

CLERKS OFFICE

E	LYNCH	KAMI	CITY CLERK	11/16/15	\$33.73	F
N	FILEN	KAYLA	DEPUTY CITY CLERK	7/06/16	\$23.00	F
N	KING	KRISTI	ADMINISTRATIVE SUPPORT SPECIALIST - LEGAL SERVICES	3/18/2019	\$19.00	F
N	RUPPEL	ALLISON	ADMINISTRATIVE SUPPORT SPECIALIST - LEGAL SERVICES	3/27/17	\$19.00	F
N	ZIEGERT	ERICA	ADMINISTRATIVE SUPPORT SPECIALIST - LEGAL SERVICES	1/19/15	\$19.00	F



COUNCIL APPROVED 2/20/19

LIBRARY

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	RORTVEDT	COLLEEN	LIBRARY DIRECTOR	8/30/96	\$50.33	F
E	SAECKER	TASHA	ASSISTANT LIBRARY DIRECTOR	2/28/11	\$46.12	F
E	MILLER	JESSICA	BUSINESS MANAGER - LIBRARY	5/09/16	\$30.12	F
N	WARD	MAUREEN	ADMINISTRATIVE SUPPORT SPECIALIST - LIBRARY	7/09/01	\$24.55	F
E	KRUEGER	TINA	MARKETING COORDINATOR - LIBRARY	9/19/11	\$25.96	F
N	HOLZ	COLLEEN	LIBRARY ASSISTANT - .5 FTE	7/06/10	\$23.03	R

E	HENKEN	DERIK	NETWORK SERVICES SUPERVISOR	12/04/17	\$26.87	F
E	GETCHEL	BRIAN	NETWORK SERVICES ASSISTANT	4/06/15	\$21.46	F

E	CARPENTER	BETH	LIBRARY SUPERVISOR	8/29/16	\$35.05	F
E	COOKSEY	ANN	LIBRARY SUPERVISOR	12/28/12	\$31.83	F
E	MC CLEER	ADRIANA	LIBRARY SUPERVISOR	3/09/15	\$34.01	F
E	NITZ	MICHAEL	LIBRARY SUPERVISOR	11/18/81	\$41.77	F
E	ANDERSON	OWEN	LIBRARY ASSISTANT SUPERVISOR	5/31/17	\$23.36	F
E	KIPPING	KRISTINE	LIBRARY ASSISTANT SUPERVISOR	9/23/02	\$29.32	F

E	KOPESKY	SARA	LIBRARIAN	7/24/06	\$29.55	F
E	PATERSON	ANNE	LIBRARIAN	8/01/16	\$25.80	F
E	RIECKMANN	TERESA	LIBRARIAN	5/29/13	\$23.36	F
E	RUSCH	SONJA	LIBRARIAN	6/06/17	\$24.41	F
E	SCULLION	CATHERINE	LIBRARIAN	1/07/08	\$27.39	F
E	STILP	KATIE	LIBRARIAN	6/25/18	\$23.22	F
E	THURBER	MELANIE	LIBRARIAN	7/27/18	\$23.17	F
E	VUE	YEE	LIBRARIAN	9/26/12	\$24.70	F
E	WOODLAND	ALICIA	LIBRARIAN	8/19/13	\$25.68	F

N	BEAUVILLIA	DANIEL	LIBRARY ASSISTANT	9/28/81	\$27.02	F
N	HANKE	KATHLEEN	LIBRARY ASSISTANT	4/27/09	\$21.74	F
N	JANDOUREK	JEFFREY	LIBRARY ASSISTANT	4/02/14	\$21.20	F
N	OLIVERAS	NORMA	LIBRARY ASSISTANT	5/19/14	\$21.79	F
N	SAWICKI	MELISSA	LIBRARY ASSISTANT	10/19/06	\$21.91	F
N	STERN	KAREN	LIBRARY ASSISTANT	8/21/18	\$21.50	F
N	WESTBROOK	KATHLEEN	LIBRARY ASSISTANT	11/08/82	\$26.55	F
N	YANG	PA JA	LIBRARY ASSISTANT	4/18/16	\$20.92	F
N	PLUTZ	JEANETTE	LIBRARY ASSISTANT - .5 FTE	8/17/92	\$26.32	D
N	SWANSON	DANA	LIBRARY ASSISTANT - .5 FTE	6/24/13	\$21.63	D
N	UNRUH	ABBEY	LIBRARY ASSISTANT - .5 FTE	11/08/04	\$22.12	D

N	KOLOSSO	TERI	LIBRARY CLERK	12/21/87	\$22.24	F
N	KRAUSE	JULIE	LIBRARY CLERK	2/19/09	\$17.10	F
N	STANGFIELD	PATRICIA	LIBRARY CLERK	9/18/01	\$21.39	F
N	BOERSCHINGER	MARIA	LIBRARY CLERK - .5 FTE	6/25/18	\$14.83	D
N	BUETTNER	SHANNA	LIBRARY CLERK - .5 FTE	8/07/07	\$18.40	D
N	CHORONZY	KATHLEEN	LIBRARY CLERK - .5 FTE	9/14/1999	\$20.88	F
N	DUNN	MORGAN	LIBRARY CLERK - .5 FTE	3/20/18	\$14.86	D
N	KAMINSKI	RHONDA	LIBRARY CLERK - .5 FTE	1/09/19	\$14.82	D
N	SEUBERT	JULIE	LIBRARY CLERK - .5 FTE	2/03/03	\$20.20	R

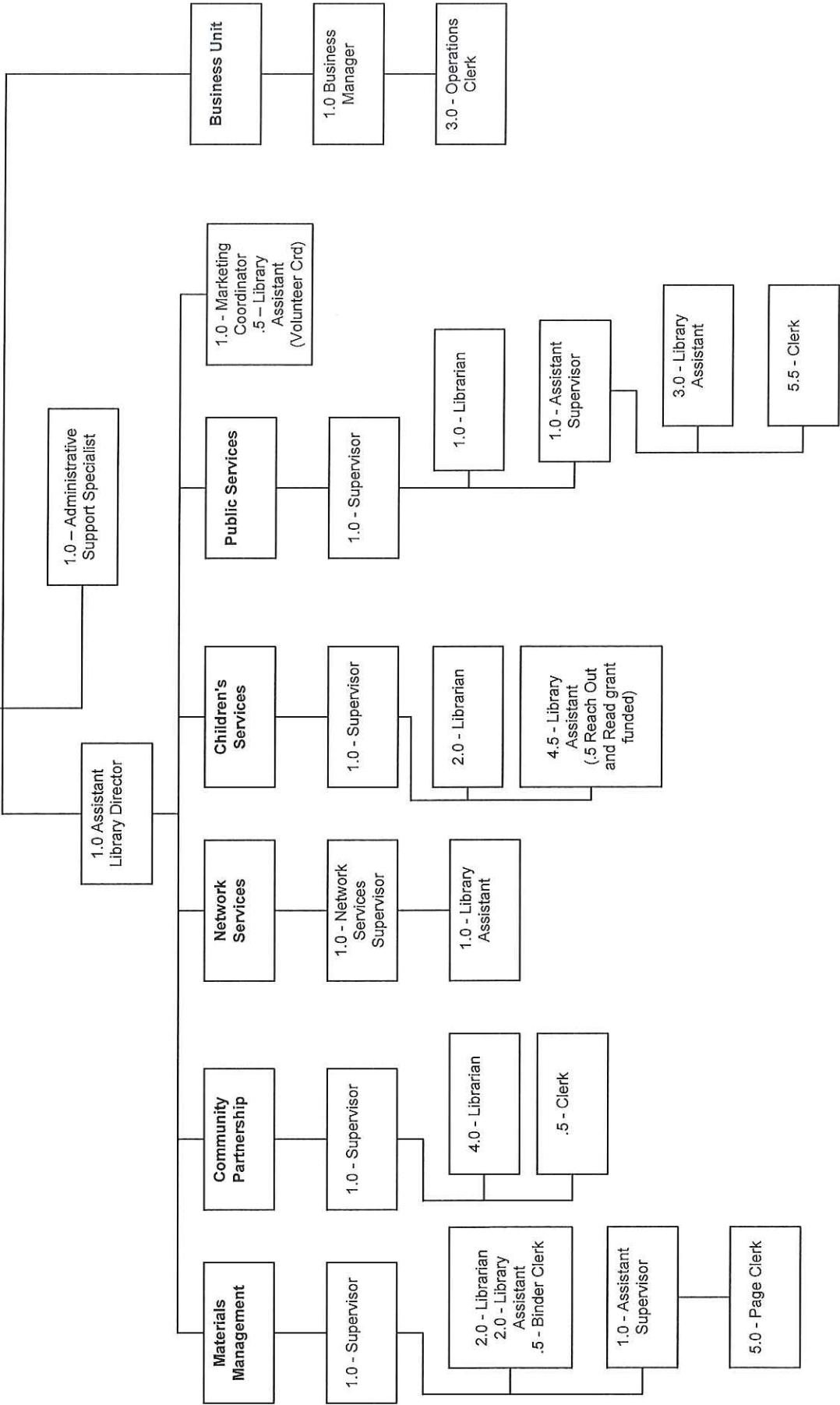
LIBRARY

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	ABITZ	JUDITH	LIBRARY PAGE CLERK - .5 FTE	9/12/05	\$16.81	D
N	CARROLL	THERESA	LIBRARY PAGE CLERK - .5 FTE	5/07/13	\$14.19	D
N	CHORONZY	KATHLEEN	LIBRARY PAGE CLERK	9/14/99	\$18.31	F
N	GALSKE	JENNA	LIBRARY PAGE CLERK - .5 FTE	2/18/19	\$13.93	D
N	HAMMOND	KARLA	LIBRARY PAGE CLERK - .5 FTE	6/24/15	\$14.19	D
N	HARP	SHARON	LIBRARY PAGE CLERK - .5 FTE	8/23/99	\$18.52	D
N	SMRECEK	HEIDI	LIBRARY PAGE CLERK - .5 FTE	7/23/18	\$13.93	D
N	THULIEN	KATHERINE	LIBRARY PAGE CLERK - .5 FTE	4/22/13	\$14.63	D
N	URNESS	HEATHER	LIBRARY PAGE CLERK - .5 FTE	6/24/15	\$13.95	D
N	WEYENBERG	JULIE	LIBRARY PAGE CLERK - .5 FTE	6/09/04	\$17.42	D

N	BRUEMMER PRESTLEY	MARY	BINDERY CLERK - .5 FTE	10/01/15	\$14.34	D
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N	JENSEN	TRAVIS	OPERATIONS CLERK - LIBRARY	7/31/17	\$15.47	F
N	MAAS	PAUL	OPERATIONS CLERK - LIBRARY	10/04/90	\$20.16	F
N	THOMAS	JEFFERY	OPERATIONS CLERK - LIBRARY	8/28/08	\$17.51	F

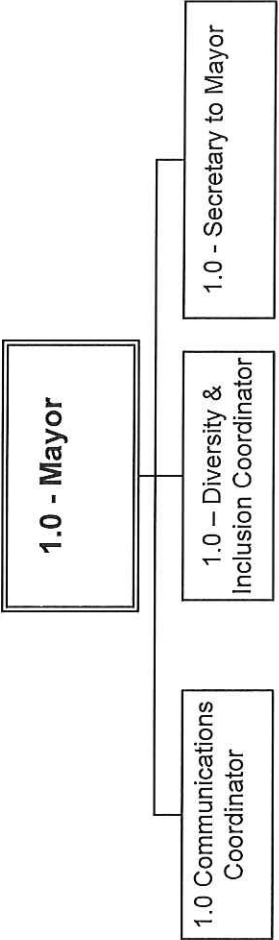
1.0 - LIBRARY DIRECTOR



Approved 1/1/19

MAYOR

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	HANNA	TIMOTHY	MAYOR	4/23/91	\$47.60	F
E	DORAN	CHAD	COMMUNICATIONS COORDINATOR - MAYOR	6/09/14	\$32.21	F
E	NELSON	KAREN	DIVERSITY AND INCLUSION COORDINATOR	7/17/17	\$41.51	F
N	STOBBE	BRITNEY	SECRETARY TO THE MAYOR	8/06/13	\$22.85	F



Approved 1/1/18

PARKS/RECREATION/FACILITIES MANAGEMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	GAZZA	DEAN	DIRECTOR PARKS/RECREATION/FACILITIES MANGEMENT	11/07/05	\$60.56	F
E	FLICK	THOMAS	DEPUTY DIRECTOR PARKS RECREATION & FACILITIES MGMT	3/30/15	\$46.03	F
N	ALBERTS	KRISTOPHER	FACILITIES MANAGEMENT SUPPORT SPECIALIST	12/28/17	\$25.78	F
E	SCHRAGE	STEVEN	FACILITIES PROJECT MANAGER	2/01/16	\$40.13	F
E	HANLEY	MAUREEN	ADMINISTRATIVE SERVICES COORDINATOR - PRFM	8/21/02	\$29.18	F

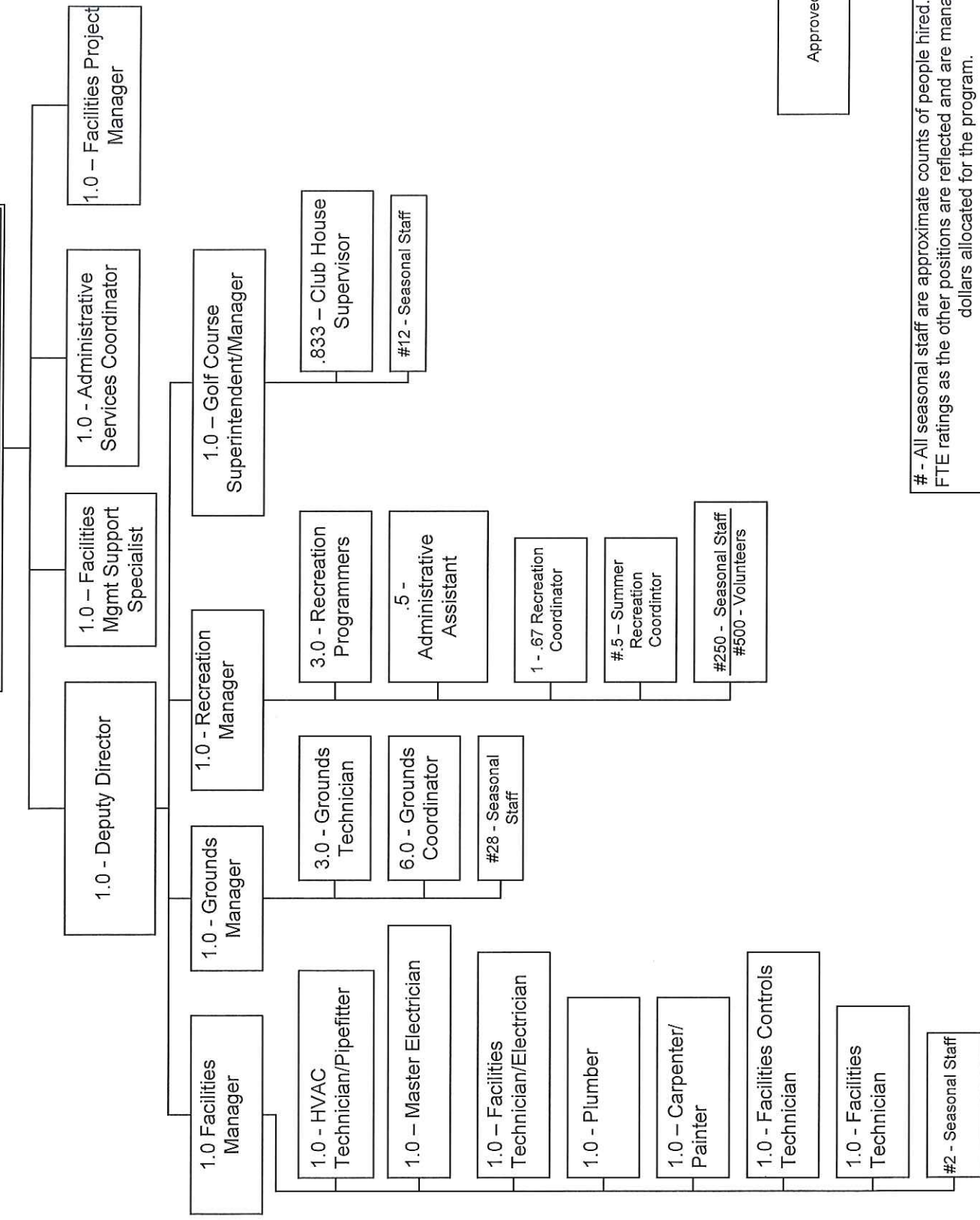
E	GREEN	CAMERON	FACILITIES MANAGER	1/24/07	\$39.58	F
N	COON	ANDY	CARPENTER/PAINTER	11/29/04	\$29.59	F
N	DECOSTER	JEFFREY	PLUMBER	11/07/11	\$32.16	F
N	HUSS	TERRY	FACILITIES TECHNICIAN-ELECTRICIAN	3/10/14	\$27.47	F
N	KRAKE	RICHARD	FACILITIES CONTROL TECHNICIAN	3/05/07	\$29.53	F
N	PEERENBOOM	WILLIAM	HVAC TECHNICIAN/PIPEFITTER	8/21/14	\$31.83	F
N	VANDENBOOM	WADE	MASTER ELECTRICIAN	8/01/11	\$33.90	F
N	WENTWORTH	DAVID	FACILITIES TECHNICIAN	12/12/16	\$24.42	F

E	HOEKSTRA	GREGORY	GROUNDS MANAGER	4/13/98	\$38.61	F
N	LEICHT	JASON	GROUNDS TECHNICIAN	5/04/98	\$27.31	F
N	PEDERSEN	JAMES	GROUNDS TECHNICIAN	4/17/95	\$26.47	F
N	SCHINGEN	MARTIN	GROUNDS TECHNICIAN	5/12/94	\$26.41	F
N	KINDERMAN	JAMES	GROUNDS COORDINATOR	6/14/04	\$24.86	F
N	KLAPA	JUSTIN	GROUNDS COORDINATOR	2/19/18	\$22.86	F
N	LAMERS	DANIEL	GROUNDS COORDINATOR	3/05/18	\$22.86	F
N	VAN ROSSUM	JASON	GROUNDS COORDINATOR	3/24/14	\$23.97	F
N	VER VOORT	BRIAN	GROUNDS COORDINATOR	5/10/99	\$25.38	F
N	WILSON	MICHAEL	GROUNDS COORDINATOR	3/05/18	\$23.37	F

E	WENDT	NIEKA	RECREATION MANAGER	2/25/08	\$38.49	F
E	BALDWIN	NATHANIEL	RECREATION PROGRAMMER	11/19/14	\$29.91	F
E	HELMBRECHT	KABEL	RECREATION PROGRAMMER	1/09/01	\$34.81	F
E	LATIMER	CHELSEY	RECREATION PROGRAMMER	9/26/16	\$29.40	F
N	KONRATH	ELIZABETH	RECREATION COORDINATOR - .675 FTE	9/18/17	\$25.86	D
N	COLLETT	MARGARET	ADMINISTRATIVE ASSISTANT - PRFM - .5 FTE	10/30/17	\$19.89	D

E	PLASSCHAERT	JEFFREY	GOLF COURSE SUPERINTENDENT	10/06/14	\$35.07	F
E	HANSEN	BRIAN C	CLUBHOUSE SUPERVISOR - PRFM - .833 FTE	4/21/16	\$29.11	R

1.0 - Director of Parks, Recreation, Facilities Management



Approved 1-1-19

- All seasonal staff are approximate counts of people hired. They are not FTE ratings as the other positions are reflected and are managed within the dollars allocated for the program.

POLICE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	THOMAS	TODD	POLICE CHIEF	1/05/15	\$56.39	F
E	POTTER	LAWRENCE	ASSISTANT CHIEF - POLICE	12/26/91	\$52.60	F

E	FREEMAN	TODD	POLICE CAPTAIN	10/09/00	\$49.88	F
E	OLSON	POLLY	POLICE CAPTAIN	1/04/01	\$49.43	F
E	WEISKE	DANIEL	POLICE CAPTAIN	11/02/94	\$49.00	F

E	ALLABACK	CHAD	POLICE LIEUTENANT	6/06/94	\$45.75	F
E	BERKLEY	JOHN	POLICE LIEUTENANT	1/08/07	\$44.22	F
E	DEL PLAINE	CARLOS	POLICE LIEUTENANT	3/11/85	\$46.59	F
E	FRISCH	MICHAEL	POLICE LIEUTENANT	11/04/94	\$46.57	F
E	GADY	KELLY	POLICE LIEUTENANT	5/30/96	\$46.85	F
E	HOLDORF	ERIC	POLICE LIEUTENANT	3/14/00	\$44.35	F
E	KRIEG	WILLIAM	POLICE LIEUTENANT	10/05/09	\$44.65	F
E	LEWIS	GARY	POLICE LIEUTENANT	8/30/99	\$46.73	F
E	MC CORMICK	WILLIAM	POLICE LIEUTENANT	11/11/02	\$44.94	F
E	MILLER	JEFF	POLICE LIEUTENANT	6/01/99	\$46.22	F
E	NEFF	RYAN	POLICE LIEUTENANT	5/24/07	\$44.11	F
E	PETERS	TODD	POLICE LIEUTENANT	6/01/93	\$47.18	F
E	STEINKE	JAY	POLICE LIEUTENANT	5/23/88	\$47.18	F
N	VAN ZEELAND	ADAM	POLICE LIEUTENANT	9/09/08	\$44.11	F
N	VANDERWIELEN	BLAINE	POLICE LIEUTENANT	3/09/07	\$43.65	F
E	WALLACE	MICHAEL	POLICE LIEUTENANT	11/29/04	\$44.84	F

N	BIESE	CHRISTOPHER	POLICE SENIOR SERGEANT	12/13/04	\$39.50	F
N	DANOSKI	DERRICK	POLICE SENIOR SERGEANT	5/07/07	\$39.50	F
N	ENRIQUEZ	IGNACIO	POLICE SENIOR SERGEANT	1/09/08	\$40.27	F
N	FISCHER	LEON	POLICE SENIOR SERGEANT	6/13/99	\$39.50	F
N	GUILETTE	RYAN	POLICE SENIOR SERGEANT	1/09/08	\$40.27	F
N	HANEY	JEREMY	POLICE SENIOR SERGEANT	5/27/08	\$40.27	F
N	IVERSEN	ANTHONY	POLICE SENIOR SERGEANT	1/10/05	\$39.50	F
N	KONKLE	ADAM	POLICE SENIOR SERGEANT	9/20/93	\$39.50	F
N	KUETHER	MATTHEW	POLICE SENIOR SERGEANT	5/24/07	\$40.27	F
N	LASHOCK	KATHRYN	POLICE SENIOR SERGEANT	11/29/04	\$40.27	F
N	LIDBURY	JOSEPH	POLICE SENIOR SERGEANT	8/23/02	\$40.27	F
N	LUND	DAVID	POLICE SENIOR SERGEANT	5/29/90	\$40.27	F
N	MC QUAID	STEVEN	POLICE SENIOR SERGEANT	1/10/05	\$40.27	F
N	MEDINA	MICHAEL	POLICE SENIOR SERGEANT	4/04/07	\$40.27	F
N	MILES	JACQUELINE	POLICE SENIOR SERGEANT	12/28/92	\$40.27	F
N	MILES	ANDREW	POLICE SENIOR SERGEANT	2/15/95	\$40.27	F
N	MODERSON	MARK	POLICE SENIOR SERGEANT	3/26/96	\$39.50	F
N	NIMKE	DAVID	POLICE SENIOR SERGEANT	11/14/01	\$39.50	F
N	OSTERMEIER	JOHN	POLICE SENIOR SERGEANT	1/02/98	\$40.27	F
N	PEETERS	MATTHEW	POLICE SENIOR SERGEANT	1/05/01	\$40.27	F
N	PETERS	CARRIE	POLICE SENIOR SERGEANT	1/07/08	\$40.27	F
N	PIEPER	GREGORY	POLICE SENIOR SERGEANT	12/30/98	\$40.27	F
N	POSS	THOMAS	POLICE SENIOR SERGEANT	8/23/89	\$40.27	F

This information is effective
March 5, 2019

POLICE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	PROBST	CHAD	POLICE SENIOR SERGEANT	5/07/07	\$40.27	F
N	PYNENBERG	AARON	POLICE SENIOR SERGEANT	12/15/93	\$39.50	F
N	RABAS	NEAL	POLICE SENIOR SERGEANT	8/23/89	\$40.27	F
N	RICE	BLAKE	POLICE SENIOR SERGEANT	5/24/07	\$40.27	F
N	RIDDLE	CHAD	POLICE SENIOR SERGEANT	6/08/94	\$40.27	F
N	ROHM	CRAIG	POLICE SENIOR SERGEANT	7/13/09	\$40.27	F
N	ROSETTI	ANTHONY	POLICE SENIOR SERGEANT	7/10/06	\$40.27	F
N	RYAN	GREGORY	POLICE SENIOR SERGEANT	5/24/07	\$40.27	F
N	SCHIRA	JOHN	POLICE SENIOR SERGEANT	1/10/99	\$40.27	F
N	THAO	CHUE	POLICE SENIOR SERGEANT	3/21/96	\$40.27	F
N	TOOLEY	PATRIG	POLICE SENIOR SERGEANT	12/01/97	\$39.50	F
N	VANDER HEIDEN	GREG	POLICE SENIOR SERGEANT	3/13/06	\$39.50	F
N	VANDERHEIDEN	KATHERINE	POLICE SENIOR SERGEANT	8/23/02	\$40.27	F
N	WASSINK	THOMAS	POLICE SENIOR SERGEANT	5/29/91	\$39.50	F
N	WEST	TYRELL	POLICE SENIOR SERGEANT	6/08/09	\$40.27	F
N	WHITNEY	JOSEF	POLICE SENIOR SERGEANT	6/01/00	\$40.27	F
N	YULE	DUSTIN	POLICE SENIOR SERGEANT	05/07/07	\$39.48	F

N	DUVEN	LORI	POLICE SERGEANT	5/05/03	\$38.52	F
N	EDWARDS	BRANDON	POLICE SERGEANT	5/11/10	\$39.29	F
N	KNAUER	DALE	POLICE SERGEANT	2/16/09	\$38.52	F
N	NAGEL	ADAM	POLICE SERGEANT	5/14/09	\$39.29	F
N	OLLWERTHER	MATTHEW	POLICE SERGEANT	1/08/07	\$39.29	F
N	SCHNEIDER	DAVID	POLICE SERGEANT	4/13/11	\$38.52	F
N	SCHROEDER	RYAN	POLICE SERGEANT	10/07/08	\$39.29	F

N	COONEN	DANE	MASTER POLICE OFFICER	12/07/06	\$38.38	F
N	HOFFMAN	NATHAN	MASTER POLICE OFFICER	11/14/11	\$38.38	F
N	LEE	YANGKONG	MASTER POLICE OFFICER	1/07/15	\$38.38	F
N	LEHMAN	BRADLEY	MASTER POLICE OFFICER	8/30/07	\$37.58	F
N	TASCHNER	JACK	MASTER POLICE OFFICER	9/07/11	\$38.38	F
N	VACANT		MASTER POLICE OFFICER			

N	KOLOSSO	JOANNA	SENIOR POLICE OFFICER	1/09/12	\$37.38	F
N	MEYER	MEGHAN	SENIOR POLICE OFFICER	1/09/12	\$37.38	F

N	AKINS	PHILLIP	POLICE OFFICER	1/04/17	\$31.58	F
N	ANDERSON	MATTHEW	POLICE OFFICER	1/09/14	\$35.42	F
N	ANDERSON	DEREK	POLICE OFFICER	10/30/17	\$30.26	F
N	BECHER	LEAH	POLICE OFFICER	5/31/16	\$31.58	F
N	BLANKENSHIP	ALYSSA	POLICE OFFICER	1/06/12	\$32.39	F
N	BOTZ	TURNER	POLICE OFFICER	8/07/17	\$30.26	F
N	BUTEYN	LUKAS	POLICE OFFICER	1/07/19	\$29.12	F
N	CHEVREMONT	MICHAEL	POLICE OFFICER	1/13/14	\$35.42	F
N	CHRISTENSEN	PAUL	POLICE OFFICER	3/26/18	\$30.26	F
N	DANTOIN	STEPHANIE	POLICE OFFICER	3/04/19	\$30.26	F
N	HALL	DOMINIC	POLICE OFFICER	1/04/17	\$31.58	F

This information is effective
March 5, 2019

POLICE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	HERBERT	BLAKE	POLICE OFFICER	1/09/18	\$29.12	F
N	HUGHES	PAYNE	POLICE OFFICER	2/12/16	\$30.26	F
N	JENKINS	ANTHONY	POLICE OFFICER	10/05/18	\$30.26	F
N	JUSTICE	TAYLOR	POLICE OFFICER	8/3/2018	\$23.06	F
N	KOWALSKI	JOHN	POLICE OFFICER	6/11/13	\$32.70	F
N	LAWRENCE	AUSTIN	POLICE OFFICER	4/16/18	\$30.26	F
N	LERUM	CODY	POLICE OFFICER	5/24/18	\$30.26	F
N	LINDEMANN	ANDREW	POLICE OFFICER	10/30/17	\$30.26	F
N	MARTINEZ	MITCHELL	POLICE OFFICER	5/24/18	\$30.26	F
N	MC CORD	RYAN	POLICE OFFICER	7/11/16	\$31.58	F
N	MEYER	NICHOLAS	POLICE OFFICER	6/05/09	\$35.42	F
N	MORELOCK	NICHOLAS	POLICE OFFICER	4/25/17	\$30.26	F
N	PATEK	SAMUEL	POLICE OFFICER	1/24/18	\$30.26	F
N	PETERSON	RYAN	POLICE OFFICER	1/04/17	\$35.42	F
N	RIECHERS	KARL	POLICE OFFICER	9/11/13	\$32.70	F
N	SCHMITZ	JASON	POLICE OFFICER	4/16/18	\$30.26	F
N	SCHNESE	BRANDON	POLICE OFFICER	5/27/15	\$32.70	F
N	SHUMAN	ANTHONY	POLICE OFFICER	12/14/17	\$30.26	F
N	SINCERE	AMANDA	POLICE OFFICER	4/26/17	\$30.26	F
N	VANG	TOUA CHUE	POLICE OFFICER	8/01/16	\$31.58	F
N	WASSINK	BENJAMIN	POLICE OFFICER	8/05/15	\$32.70	F
N	WOELFEL	JORDAN	POLICE OFFICER	6/24/15	\$31.58	F
N	WYCHGRAM	FRANKLIN	POLICE OFFICER	4/04/16	\$31.58	F
N	ZIEMAN	THOMAS	POLICE OFFICER	5/13/13	\$35.42	F
N	VACANT		POLICE OFFICER			
N	VACANT		POLICE OFFICER			

E	TEER	SUE ANN	FISCAL RESOURCES MANAGER - POLICE	5/22/00	\$36.99	F
N	JASIAK	BETH	ADMINISTRATIVE ASSISTANT - POLICE CHIEF	1/30/91	\$31.36	F
N	DERKS	SARA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	5/10/98	\$25.66	F
N	DRIESSEN	TIFFANY	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	4/11/12	\$21.17	F
N	ASMUS	LARISSA	FORENSIC EVIDENCE SPECIALIST	10/15/12	\$25.22	F
N	BLATZ	BROOKE	FORENSIC EVIDENCE SPECIALIST	3/05/01	\$26.65	F

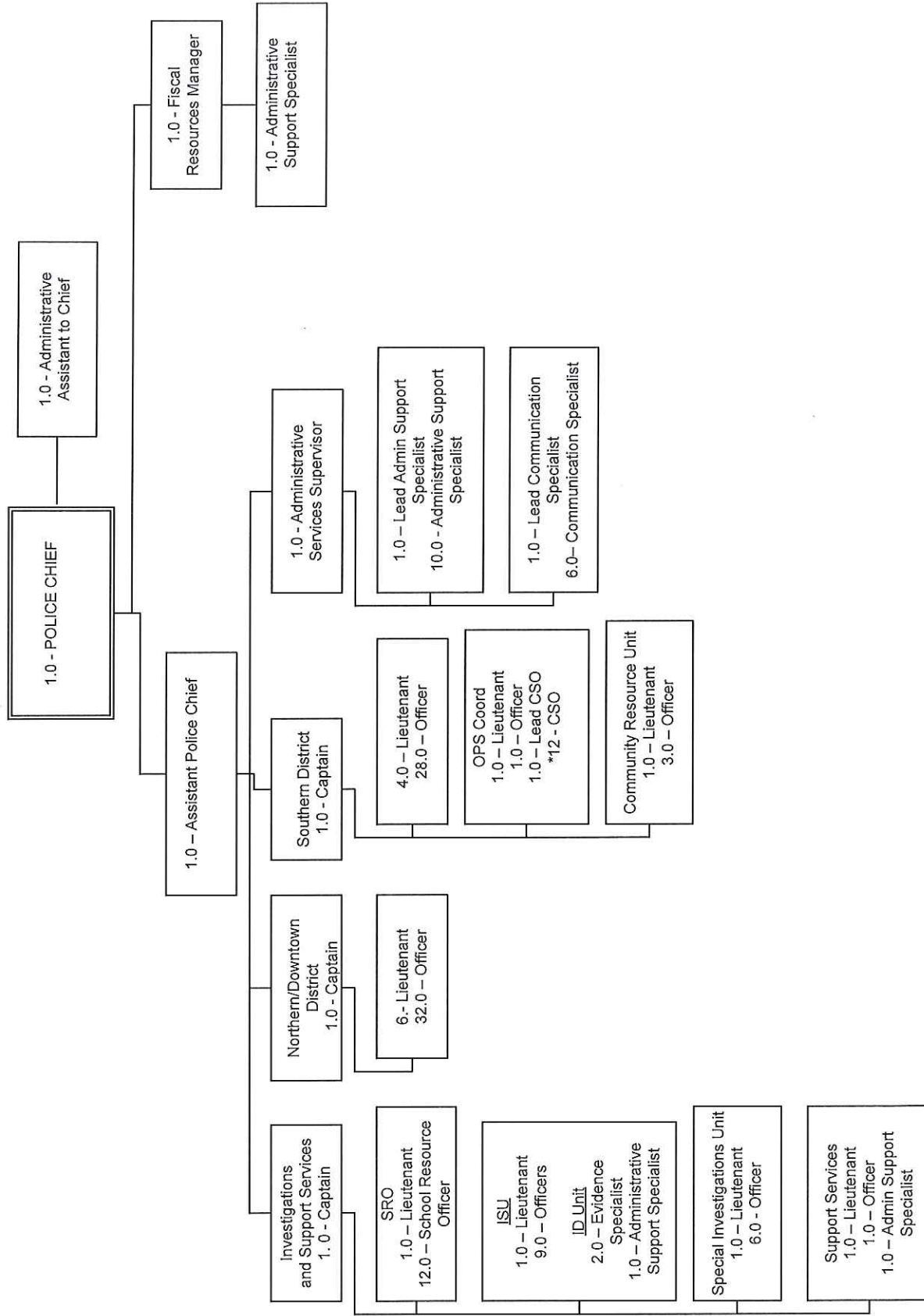
E	ALLCOX	CATHERINE	ADMINISTRATIVE SERVICES SUPERVISOR - POLICE	12/21/15	\$38.85	F
N	OLK	BETHANY	ADMINISTRATIVE SUPPORT SPECIALIST LEAD- POLICE	11/29/79	\$26.40	F
N	BENNETT	RONDA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	9/09/96	\$24.14	F
N	BENTAALLA	PATRICIA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	10/26/98	\$25.25	F
N	CORNELL	JILL	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	11/19/18	\$22.90	F
N	DIETZLER	ERICA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	8/18/99	\$25.00	F
N	HOEFT	PATRICIA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	11/02/98	\$24.05	F
N	KRABBE	ANDREA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	2/20/95	\$25.49	F
N	MAUS	LINDA	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	9/09/96	\$23.40	F
N	RICHTER	SUSAN	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	8/19/91	\$24.69	F
N	SCHMEICHEL	MARY	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	12/01/91	\$25.65	F
N	WILSON	LEANNE	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE	3/06/00	\$25.94	F
N	VACANT		ADMINISTRATIVE SUPPORT SPECIALIST - POLICE			

This information is effective
March 5, 2019

POLICE DEPARTMENT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	HOFFMANN	CATHERINE	COMMUNICATION SPECIALIST LEAD - POLICE	1/02/92	\$26.18	F
N	BROWN	ANGIE	COMMUNICATION SPECIALIST - POLICE	8/17/92	\$25.28	F
N	BURKE	DANIELLE	COMMUNICATION SPECIALIST - POLICE	2/06/19	\$18.88	F
N	FEMAL	CAITLIN	COMMUNICATION SPECIALIST - POLICE	4/25/16	\$19.63	F
N	GALLAGHER	SUSAN	COMMUNICATION SPECIALIST - POLICE	9/02/98	\$25.64	F
N	LEE	GE	COMMUNICATION SPECIALIST - POLICE	11/30/15	\$19.70	F
N	LEMMENS	TERESA	COMMUNICATION SPECIALIST - POLICE	10/31/94	\$25.45	F

N	FILLEBROWN	MATTHEW	LEAD CSO	3/24/14	\$24.43	F
N	BEYER	HALEY	COMMUNITY SERVICE OFFICER	2/20/18	\$14.75	L
N	BLOB	PARKER	COMMUNITY SERVICE OFFICER	1/24/18	\$14.75	L
N	CROWELL	THOMAS	COMMUNITY SERVICE OFFICER	1/24/18	\$14.75	L
N	FISCHER	GRANT	COMMUNITY SERVICE OFFICER	7/16/18	\$14.25	L
N	GAMMONS	LANDON	COMMUNITY SERVICE OFFICER	5/26/15	\$15.73	L
N	GRIFFITH	STEPHEN	COMMUNITY SERVICE OFFICER	8/07/18	\$14.25	L
N	LEHRER	DALTON	COMMUNITY SERVICE OFFICER	8/07/18	\$14.25	L
N	MANSER	NOAH	COMMUNITY SERVICE OFFICER	1/24/18	\$14.75	L
N	MANUEL	CALVIN	COMMUNITY SERVICE OFFICER	7/16/18	\$14.25	L
N	NORRIS	JEREMY	COMMUNITY SERVICE OFFICER	5/17/18	\$14.25	L
N	OSKEY	DAKOTA	COMMUNITY SERVICE OFFICER	11/19/18	\$14.25	L
N	POTTER	ZACHARY	COMMUNITY SERVICE OFFICER	6/25/18	\$14.25	L
N	PULLEN	REIVE	COMMUNITY SERVICE OFFICER	1/02/19	\$14.25	L
N	RAATZ	DAKOTA	COMMUNITY SERVICE OFFICER	1/24/18	\$14.75	L
N	SCHAEFER	AARON	COMMUNITY SERVICE OFFICER	4/12/17	\$14.75	L



COUNCIL APPROVED 2/20/19

DEPARTMENT OF PUBLIC WORKS

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	VANDEHEY	PAULA	PUBLIC WORKS DIRECTOR	5/30/89	\$67.42	F
E	LAU	LISA	MANAGERIAL ACCOUNT COORDINATOR - DPW	7/09/18	\$32.95	F

ENGINEERING DIVISION

E	BUETOW	ROSS	DEPUTY DIRECTOR/CITY ENGINEER	5/08/91	\$57.99	F
E	LAHAY	MARK	ASSISTANT CITY ENGINEER	7/28/97	\$49.78	F
N	PADGETT	STEPHANIE	ASSESSMENT TECHNICIAN - LEAD CLERICAL	11/08/11	\$23.29	F
N	HUSS	JENIFER	CUSTOMER SERVICE SPECIALIST - DPW	7/16/18	\$19.87	F
N	KROMM	CATHY	CUSTOMER SERVICE SPECIALIST - DPW	7/06/99	\$21.07	F
N	REED	TRACI	CUSTOMER SERVICE SPECIALIST - DPW	1/23/17	\$19.10	F

N	KROMM	THOMAS	CITY SURVEYOR	5/04/92	\$38.33	F
E	BROWN	JASON	PROFESSIONAL ENGINEER	3/01/06	\$44.16	F
E	CURRAN	KEITH	PROFESSIONAL ENGINEER	5/07/01	\$42.69	F
E	FELTON	RANDEY	PROFESSIONAL ENGINEER	10/14/02	\$47.05	F
E	KILHEFFER	MARK	PROFESSIONAL ENGINEER	8/16/93	\$45.73	F
E	NEUBERGER	PETER	PROFESSIONAL ENGINEER	2/26/96	\$47.18	F
E	OLSON	SUSAN	PROFESSIONAL ENGINEER	9/16/91	\$47.18	F
E	WEYENBERG	CHAD	PROFESSIONAL ENGINEER	2/09/04	\$44.65	F
E	LEHMKUHL	AARON	DPW PLANS & RECORDS SPECIALIST	3/01/10	\$33.00	F
N	DUFFEY	THOMAS	HORTICULTURIST-CONSERVATION TECHNICIAN	10/15/80	\$28.64	F

E	HART	M SCOTT	OPERATIONS FOREMAN - DPW	5/23/05	\$37.36	F
N	CRUZ	DANIEL	ENGINEERING SPECIALIST	4/10/06	\$29.23	F
N	ENDTER	WILLIAM	ENGINEERING SPECIALIST	3/26/01	\$29.40	F
N	JOHNSON	ANNA	ENGINEERING SPECIALIST	1/20/03	\$27.54	F
N	KLAESER	MATTHEW	ENGINEERING SPECIALIST	3/07/94	\$30.78	F
N	MROCKOWSKI	KEVIN	ENGINEERING SPECIALIST	7/09/90	\$30.58	F
N	NACHMAN	WAYNE	ENGINEERING SPECIALIST	9/06/11	\$25.68	F
N	PEDERSEN	PATRICK	ENGINEERING SPECIALIST	2/08/10	\$26.00	F
N	SCHMITT	WESLEY	ENGINEERING SPECIALIST	12/03/07	\$28.12	F
N	THIBODEAU	PATRICK	ENGINEERING SPECIALIST	6/09/97	\$28.39	F
N	BLUM	BRYAN	ENGINEERING TECHNICIAN	4/05/16	\$24.07	F
N	COFFEY	LUKE	ENGINEERING TECHNICIAN	4/06/15	\$22.29	F
N	GABLE	CARA	ENGINEERING TECHNICIAN	8/24/15	\$23.41	F
N	LAST	JACOB	ENGINEERING TECHNICIAN	9/06/16	\$22.27	F
N	VACANT		ENGINEERING TECHNICIAN			
N	BRUSKIEWICZ	TIMOTHY	UTILITY LOCATOR - .67 FTE	6/18/18	\$20.23	D
N	GARRIGAN	KEVIN	UTILITY LOCATOR - .67 FTE	3/23/15	\$20.41	D

E	CRAANEN	KURT	INSPECTIONS SUPERVISOR	4/24/06	\$43.93	F
N	PETERS	JOHN	EROSION CONTROL INSPECTOR	5/18/98	\$34.48	F
N	ARNOLD	CRAIG	INSPECTOR	7/02/84	\$36.75	F
N	BECKER	JAMES	INSPECTOR	5/05/14	\$32.82	F
N	FISCHER	JONATHAN	INSPECTOR	12/17/18	\$32.00	F

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March 5, 2019

DEPARTMENT OF PUBLIC WORKS

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	JENSEN	CHRISTIAN	INSPECTOR	8/09/00	\$36.73	F
N	MEISSNER	DANIEL	INSPECTOR	10/27/14	\$37.45	F
N	SCHEWE	BRIAN	INSPECTOR	11/30/05	\$37.06	F
N	VANDE WALLE	DALE	INSPECTOR	3/29/04	\$37.62	F

TRAFFIC DIVISION

E	LOM	ERIC	TRAFFIC ENGINEER	11/06/00	\$48.61	F
E	HARDY	MICHAEL	PROFESSIONAL ENGINEER - TRAFFIC	3/21/05	\$46.70	F
N	VAN DINTER	GARY	LEAD ELECTRICIAN	6/06/77	\$34.21	F
N	EHLERT	MARK	MASTER ELECTRICIAN	4/21/97	\$34.09	F
N	EITING	ROBERT	MASTER ELECTRICIAN	6/09/08	\$34.90	F
N	BLASKOWSKI	BLAKE	OPERATOR II	4/18/16	\$23.17	F
N	RUHLAND	NICHOLAS	OPERATOR II	5/12/08	\$26.70	F

PARKING DIVISION

E	DE BRAAL	PAUL	PARKING UTILITY MANAGER	4/11/80	\$35.16	F
N	SHELDON	DAWN	OPERATIONS CREW LEADER-PARKING	1/31/94	\$27.14	F
N	FAAS	ROGER	OPERATOR I-PARKING	5/15/17	\$21.10	F
N	HAMILTON	HUGH	OPERATOR I-PARKING	9/11/78	\$21.02	F
N	ROMENESKO	TERRENCE	OPERATOR I-PARKING	5/07/12	\$20.30	F
N	VACANT		OPERATOR I-PARKING			
N	BAETEN	JEANNE	PARKING ENFORCEMENT PERSON	3/07/94	\$19.98	F
N	FISCHER	STEPHANIE	PARKING ENFORCEMENT/RAMP ATTENDANT	5/30/17	\$17.17	F
N	LUEDTKE	KATHERINE	PARKING RAMP ATTENDANT	4/26/96	\$19.42	F
N	NOTINO	JOSEPH	PARKING RAMP ATTENDANT	5/02/18	\$16.34	F

OPERATIONS DIVISION

E	LOPER	NATHAN	DEPUTY DIRECTOR OPERATIONS	5/27/03	\$46.71	F
E	MINGES	CARMELIA	OFFICE MANAGER - DPW	6/05/00	\$39.05	F
N	DAUSEY	JENNIFER	ADMINISTRATIVE SUPPORT SPECIALIST - DPW	5/21/18	\$19.98	F
N	KELLY	TANYA	ADMINISTRATIVE SUPPORT SPECIALIST - DPW	3/05/01	\$21.37	F
N	SMITH	DORIS	ADMINISTRATIVE SUPPORT SPECIALIST - DPW	7/17/95	\$22.20	F
N	FAUST	DANIEL	INVENTORY CONTROL CLERK - DPW	4/21/03	\$24.38	F
N	MEULEMANS	MICHAEL	INVENTORY CONTROL CLERK - DPW	10/19/16	\$21.55	F
N	VOGEL	MICHAEL	PURCHASING CLERK	8/28/78	\$26.92	F
N	SEWALL	BETH	PURCHASING CLERK - .5 FTE	3/30/92	\$27.29	D

E	CARDEW	ERICK	OPERATIONS FOREMAN - DPW	1/09/96	\$41.15	F
E	NETT	TODD	OPERATIONS FOREMAN - DPW	12/22/97	\$39.14	F
E	SCHULTZ	CARL	OPERATIONS FOREMAN - DPW	12/19/94	\$44.48	F
E	STANONIK	MICHAEL	OPERATIONS FOREMAN - DPW	11/01/00	\$37.69	F
N	STARK	DARIAN	OPERATIONS CREW LEADER - MSB	4/15/16	\$29.10	F
N	WILKINSON	LANCE	OPERATIONS CREW LEADER - MSB	6/27/11	\$29.81	F
N	ABBA	MATT	OPERATOR II	3/15/04	\$27.48	F
N	ANGOTTI	JASON	OPERATOR II	11/01/00	\$27.83	F

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DEPARTMENT OF PUBLIC WORKS

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	ASH	SHELDON	OPERATOR II	3/26/12	\$26.04	F
N	BANKER	JAMES	OPERATOR II	12/14/98	\$27.32	F
N	BARNES	MATTHEW	OPERATOR II	10/27/14	\$24.90	F
N	BODOH	TIMOTHY	OPERATOR II	1/26/98	\$27.97	F
N	BORELLI	CHRIS	OPERATOR II	9/08/97	\$27.48	F
N	CUMMINGS	CHAD	OPERATOR II	10/14/13	\$24.20	F
N	DE VRIES	DANIEL	OPERATOR II	3/22/04	\$26.48	F
N	EBBEN	GREGORY	OPERATOR II	8/17/98	\$27.34	F
N	FASSBENDER	JOSHUA	OPERATOR II	4/01/14	\$27.07	F
N	HACKL	STEPHEN	OPERATOR II	7/14/97	\$27.66	F
N	HARVEY	JEFFREY	OPERATOR II	10/10/16	\$24.80	F
N	HASS	JOHN	OPERATOR II	3/01/94	\$27.40	F
N	HEATHMAN	COLIN	OPERATOR II	6/28/11	\$25.96	F
N	HUGHES	COLTON	OPERATOR II	4/02/18	\$25.30	F
N	KLISTER	ETHAN	OPERATOR II	3/31/14	\$25.83	F
N	MARX	JOSEPH	OPERATOR II	6/25/84	\$29.05	F
N	PETERS	RANDY	OPERATOR II	2/02/98	\$26.87	F
N	SCHINKE	WILLIAM	OPERATOR II	1/18/93	\$26.99	F
N	SCHROEDER	DANIEL	OPERATOR II	5/08/00	\$27.59	F
N	ULMAN	GREGORY	OPERATOR II	1/03/12	\$26.11	F
N	VAN DAALWYK	BRIAN	OPERATOR II	1/05/04	\$26.14	F
N	VERVOORT	ADAM	OPERATOR II	9/02/15	\$24.35	F
N	WEICHART	JESSE	OPERATOR II	9/02/08	\$26.56	F
N	WILZ	AARON	OPERATOR II	1/31/11	\$27.78	F
N	BAKER	JASON	OPERATOR I	1/15/18	\$21.35	F
N	BRANDENBURG	SCOTT	OPERATOR I	11/07/16	\$21.38	F
N	BROEHM	SCOTT	OPERATOR I	11/05/01	\$25.71	F
N	FLEMING	GLEN	OPERATOR I	1/02/03	\$25.56	F
N	FREDERICKSON	JAMES	OPERATOR I	11/13/01	\$24.58	F
N	FRITZ	KENNETH	OPERATOR I	12/03/90	\$25.46	F
N	GARSKE	ROBERT	OPERATOR I	9/08/03	\$25.63	F
N	GEISER	EUGENE	OPERATOR I	12/10/90	\$25.63	F
N	GOSTISHA	JACOB	OPERATOR I	6/09/14	\$21.42	F
N	HERUM	NATHAN	OPERATOR I	3/13/17	\$21.60	F
N	KAY	TREVOR	OPERATOR I	7/05/17	\$21.35	F
N	KLUBERTANZ	NICHOLAS	OPERATOR I	11/30/15	\$21.74	F
N	KOEHNKE	KENDALL	OPERATOR I	6/01/04	\$24.81	F
N	KRAMER	BRAD	OPERATOR I	5/15/00	\$25.02	F
N	LEIDEL	PAUL	OPERATOR I	1/04/00	\$26.12	F
N	LUEBKE	JOHN	OPERATOR I	11/29/99	\$24.88	F
N	MEYER	JESSICA	OPERATOR I	4/07/03	\$24.02	F
N	MEYER	PATRICK	OPERATOR I	10/23/00	\$26.13	F
N	MOHR	TROY	OPERATOR I	12/21/15	\$21.74	F
N	SCHMIDT	CODY	OPERATOR I	1/14/19	\$21.36	F
N	SCHROEDER	KYLE	OPERATOR I	3/27/17	\$21.36	F

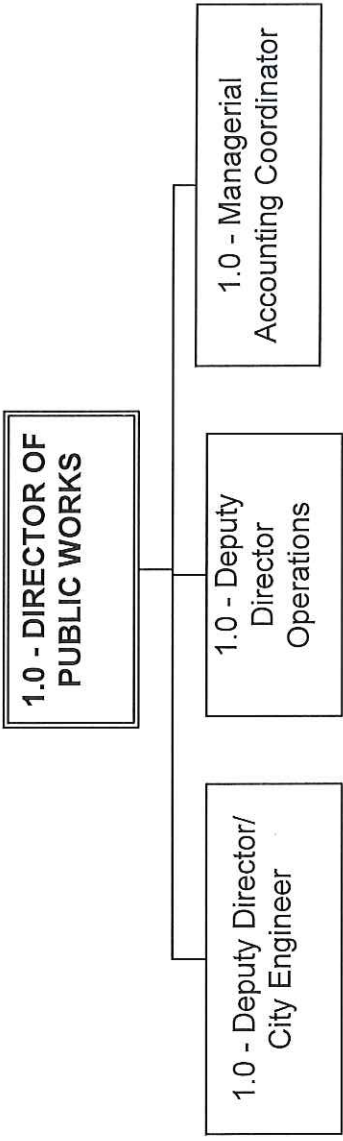
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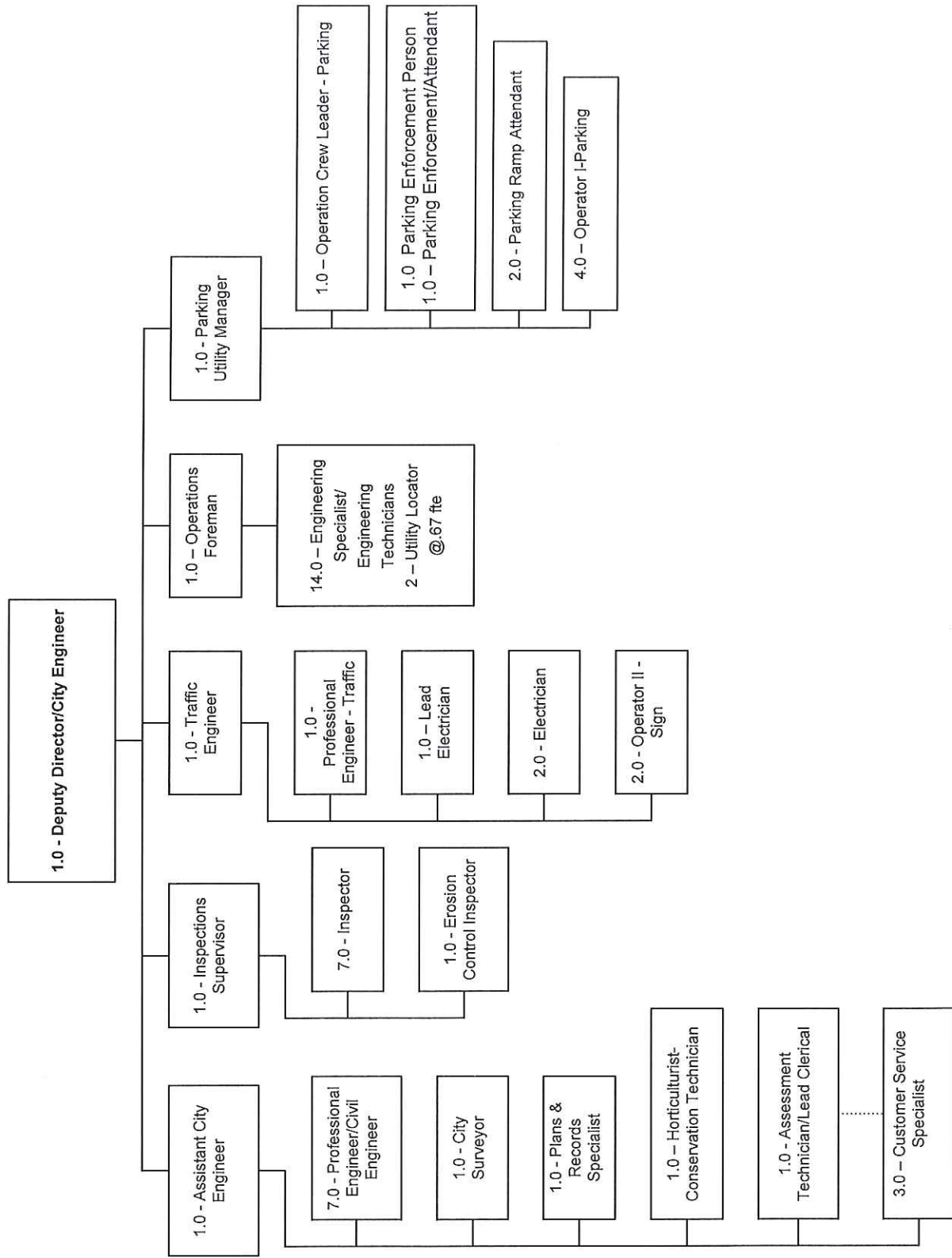
DEPARTMENT OF PUBLIC WORKS

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	SIEG	RANDY	OPERATOR I	2/13/89	\$24.36	F
N	SMIT	CAMERON	OPERATOR I	4/15/13	\$21.91	F
N	VAN GHEEM	MARK	OPERATOR I	12/06/99	\$24.48	F
N	VAN SCHYNDEL	MATTHEW	OPERATOR I	12/04/17	\$21.35	F
N	VANSTRATEN	TREVOR	OPERATOR I	5/14/12	\$21.48	F
N	YOUNG	JEFFREY	OPERATOR I	7/11/16	\$21.53	F
N	ZUBERBIER	PHILLIP	OPERATOR I	10/23/00	\$25.03	F
N	BERNDT	MICHAEL	OPERATOR	3/13/17	\$19.74	F
N	EITING	KENNETH	OPERATOR - .5 FTE	5/30/14	\$20.11	D
N	HOPFENSBERGER	KIMBERLEE	OPERATOR	5/22/17	\$19.67	F
N	KOCBEKER	ALI	OPERATOR	4/08/03	\$23.59	F
N	VACANT		OPERATOR			
N	VACANT		OPERATOR			

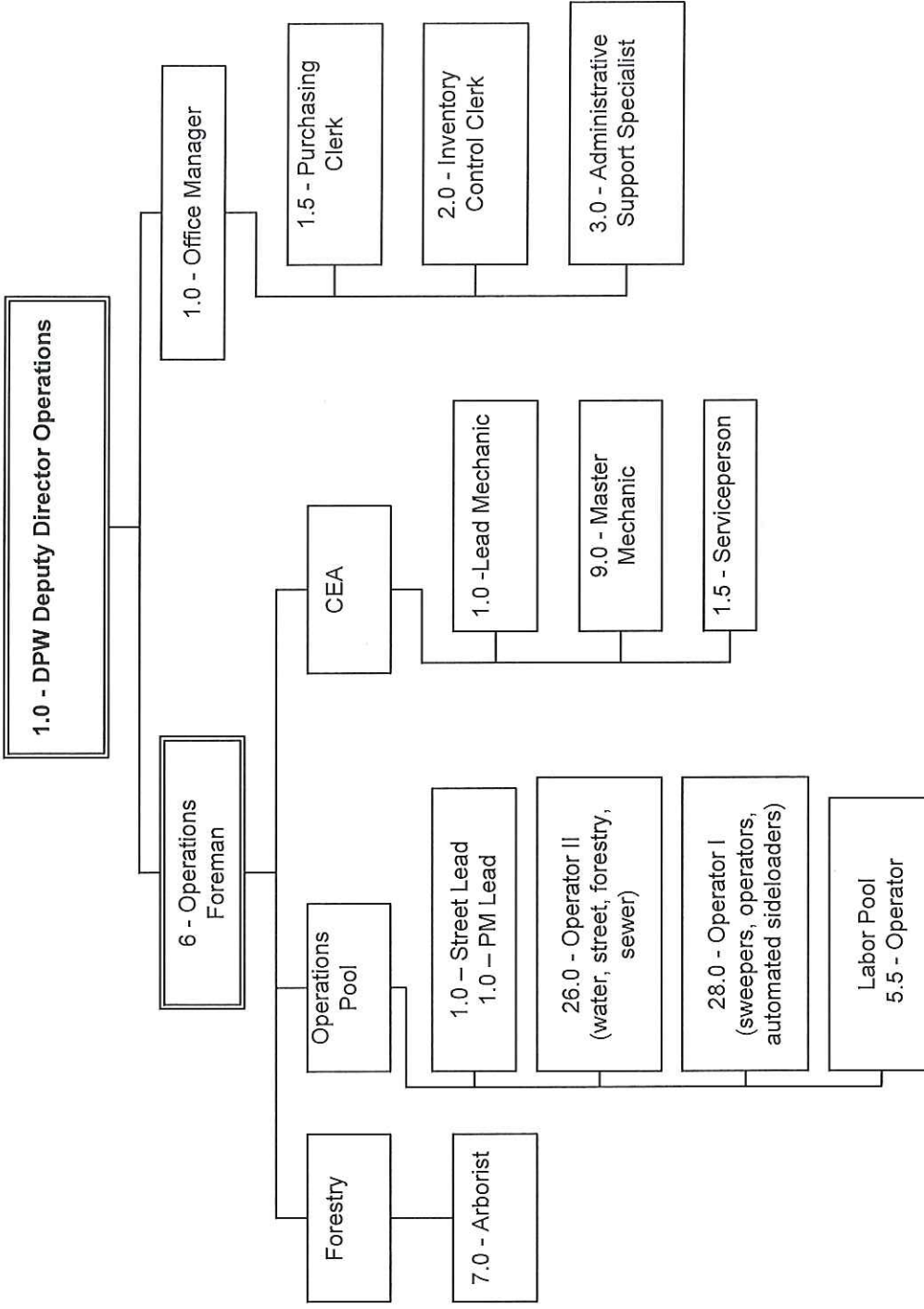
E	MICHLIG	MICHAEL	OPERATIONS FOREMAN-CITY FORESTER	10/23/89	\$43.26	F
N	DREWS	GEOFFREY	ARBORIST	8/03/15	\$26.23	F
N	HILLEBRAND	THOMAS	ARBORIST	4/17/95	\$26.60	F
N	KRAUSE	PAUL	ARBORIST	8/23/01	\$28.11	F
N	MANKIEWICZ	ALLEN	ARBORIST	10/07/13	\$23.28	F
N	SEIBEL	JEREMY	ARBORIST	5/31/16	\$22.84	F
N	VAN HORN	ALLAN	ARBORIST	4/13/70	\$26.37	F
N	VIETH	BRIAN	ARBORIST	8/25/03	\$27.67	F

E	BRAZEE	BRUCE	OPERATIONS FOREMAN-CEA	3/29/99	\$39.61	F
N	HANSEN	BRIAN	LEAD MECHANIC	9/25/00	\$32.37	F
N	ANDERSON	LARRY	MASTER MECHANIC	8/09/99	\$30.13	F
N	GRIESBACH	JOHN	MASTER MECHANIC	6/26/95	\$29.75	F
N	HECHT	DOUGLAS	MASTER MECHANIC	1/13/03	\$29.96	F
N	KREJCAREK	MICHAEL	MASTER MECHANIC	6/29/15	\$27.86	F
N	MOEHN	THOMAS	MASTER MECHANIC	8/02/04	\$29.92	F
N	RYNISH	PAUL	MASTER MECHANIC	2/07/00	\$29.59	F
N	STEEPS	PHILLIP	MASTER MECHANIC	5/20/85	\$29.88	F
N	TALARCZYK	JOEL	MASTER MECHANIC	11/13/06	\$30.11	F
N	ZEMPEL	DUANE	MASTER MECHANIC	5/18/15	\$28.28	F
N	BUKOVIC	BRANDON	SERVICE PERSON-CEA	12/29/15	\$22.41	F
N	VACANT		SERVICE PERSON-CEA .5FTE			D





Approved 11-7-18



Council Approved 11/7/18

UTILITIES

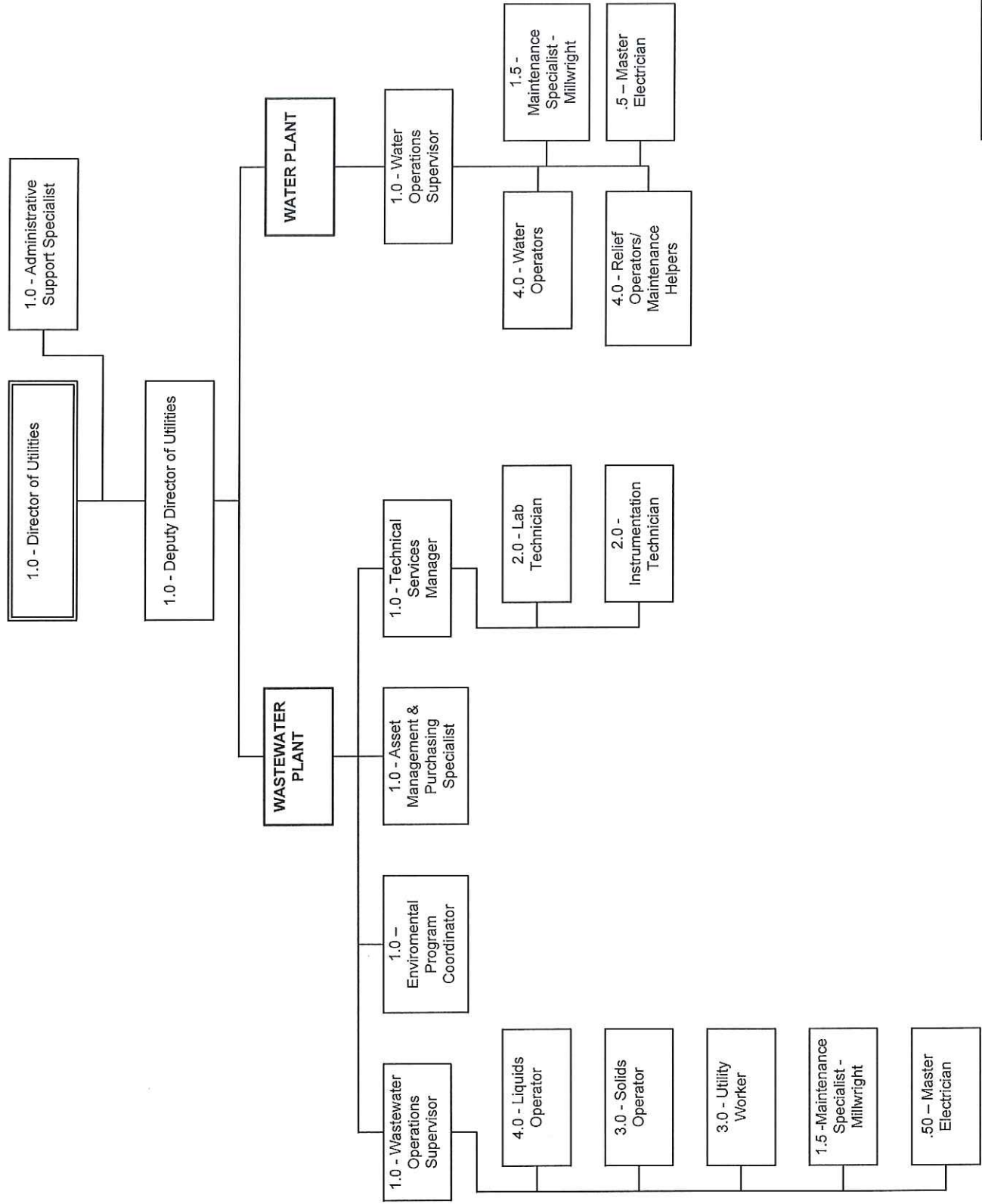
	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	SHAW	CHRIS	UTILITIES DIRECTOR	7/22/91	\$56.49	F
E	STEMPA	CHRISTOPHER	DEPUTY DIRECTOR UTILITIES	1/29/07	\$42.61	F
N	VELDMAN	KRISTIN	ADMINISTRATIVE SUPPORT SPECIALIST - UTILITIES	4/19/99	\$24.79	F

WATER FILTRATION PLANT

E	MYERS	WILSON	WATER OPERATIONS SUPERVISOR	6/01/10	\$42.93	F
E	WEYENBERG	BRUCE	INSTRUMENTATION TECHNICIAN	7/24/06	\$36.53	F
N	OHMAN	JEFFREY	MAINTENANCE SPECIALIST-MILLWRIGHT	10/30/06	\$32.37	F
N	ELCHLEPP	TIMOTHY	RELIEF OPERATOR/MAINTENANCE HELPER	8/19/13	\$29.79	F
N	KELTER	DAVID	RELIEF OPERATOR/MAINTENANCE HELPER	1/12/15	\$29.69	F
N	LEE	STEPHANIE	RELIEF OPERATOR/MAINTENANCE HELPER	4/15/03	\$29.11	F
N	NIKOLAI	JAMES	RELIEF OPERATOR/MAINTENANCE HELPER	5/29/12	\$29.33	F
N	GEORGE	JOHN	WATER PLANT OPERATOR	3/07/94	\$32.61	F
N	POGRANT	JOHN	WATER PLANT OPERATOR	7/17/06	\$30.23	F
N	SMITH	KYLE	WATER PLANT OPERATOR	6/15/15	\$28.45	F
N	VALENCIC	EDWARD	WATER PLANT OPERATOR	2/09/98	\$29.92	F

WASTEWATER TREATMENT PLANT

E	RICE	RYAN	WW OPERATIONS SUPERVISOR	2/13/12	\$38.45	F
E	SUHA	MICHAEL	TECHNICAL SERVICES MANAGER - UTILITIES	4/25/05	\$37.21	F
N	DANELSKI	DENNIS	ASSET MANAGEMENT PURCASHING SPECIALIST - UTILITIES	9/10/12	\$29.31	F
E	KRESKI	BRIAN	ENVIRONMENTAL PROGRAM COORDINATOR - UTILITIES	5/18/99	\$36.62	F
N	BRANDES	WILLIAM	MAINTENANCE SPECIALIST-MILLWRIGHT	12/29/14	\$30.56	F
N	KILSDONK	DANIAL	MAINTENANCE SPECIALIST-MILLWRIGHT	8/03/15	\$29.79	F
E	NEVILLE	STEVEN	INSTRUMENTATION TECHNICIAN	1/27/92	\$34.58	F
N	KOHL	RICHARD	MASTER ELECTRICIAN	4/18/94	\$35.19	F
N	VAN CAMP	BRIAN	LABORATORY TECHNICIAN	3/26/01	\$28.04	F
N	HEINRITZ	RICHARD	LABORATORY TECHNICIAN	11/02/15	\$27.56	F
N	HERDER	EMILY	LIQUIDS OPERATOR	4/1/2019	\$25.31	F
N	PASSEHL	DALE	LIQUIDS OPERATOR	6/04/12	\$28.34	F
N	PRELLWITZ	RYAN	LIQUIDS OPERATOR	8/19/13	\$28.30	F
N	VACANT		LIQUIDS OPERATOR			F
N	DEDO	PETE	SOLIDS OPERATOR	10/30/06	\$27.97	F
N	FLEISCHMAN	TRAVIS	SOLIDS OPERATOR	5/28/13	\$27.40	F
N	KONETZKE	DAVID	SOLIDS OPERATOR	2/26/79	\$26.73	F
N	DIXON	COREY	UTILITY WORKER	4/29/14	\$27.34	F
N	GRUSZCZYNSKI	BRAD	UTILITY WORKER	5/29/12	\$28.19	F
N	STOFFEL	COLIN	UTILITY WORKER	5/30/17	\$26.06	F



VALLEY TRANSIT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
E	MC DONALD	RONALD	GENERAL MANAGER	9/19/16	\$54.51	F
E	ERICKSON	AMY	ASSISTANT GENERAL MANAGER	10/22/01	\$40.26	F
E	VICKMAN	DAVID	TRANSIT OPERATIONS SPECIALIST	9/01/17	\$38.29	F
	VACANT		COMMUNITY RELATIONS SPECIALIST - .5 FTE			

N	VAN HOOREWEGHE	LAURA	PARATRANSIT COORDINATOR/OPERATIONS SUPERVISOR	8/05/15	\$28.00	F
E	EBBEN	DEBRA	ADMINISTRATIVE SERVICES MANAGER - VT	2/04/08	\$34.24	F
N	DOVERSPIKE	CHRISTINE	COMMUNICATION TECHNICIAN	7/14/98	\$21.21	F
N	EASTMAN	ALEANN DRA	COMMUNICATION TECHNICIAN	9/25/17	\$18.60	F
N	VACANT		COMMUNICATION TECHNICIAN			

E	PELLEGRINI	JEFFREY	TRANSIT MAINTENANCE/OPERATIONS SUPERVISOR	6/02/92	\$34.24	F
N	KOCH	JOHN	MECHANIC I	3/26/12	\$24.46	F
N	JAKUBEK	JOSHUA	MECHANIC II	1/24/12	\$26.35	F
N	STAMMER	RANDY	MECHANIC II	4/12/93	\$26.39	F
N	STAVER	JASON	MECHANIC II	1/09/18	\$22.10	F
N	COON	THOMAS	SERVICE PERSON - PT	2/01/19	\$20.94	L
N	KOBUSSEN	DANIEL	SERVICE PERSON - PT	12/08/15	\$18.83	L
N	ROLLEFSON	PAUL	SERVICE PERSON - PT	10/14/15	\$18.83	L
N	VACANT		SERVICE PERSON - PT			

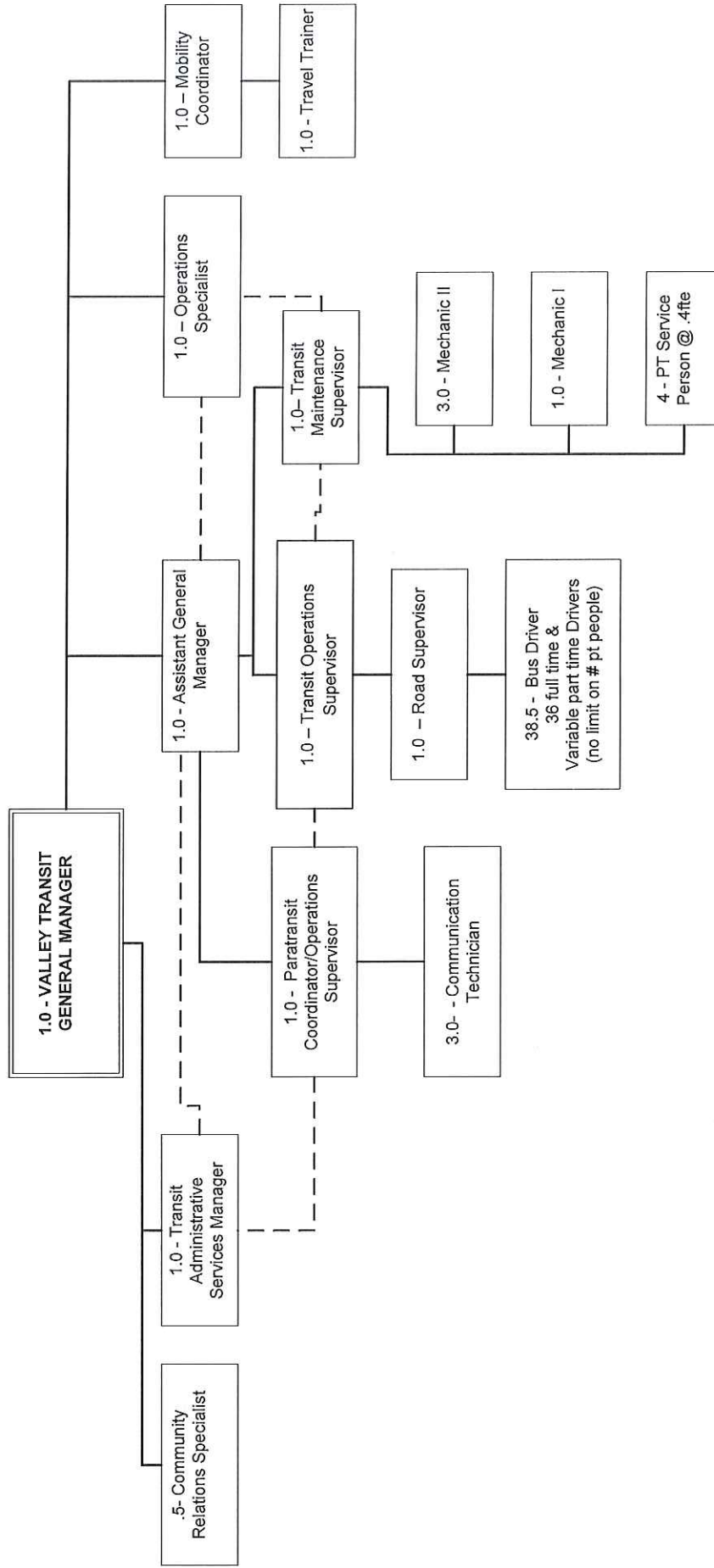
E	CHAPA JR	GERALD	TRANSIT OPERATIONS SUPERVISOR	9/26/17	\$30.29	F
E	BROYLD	ISAAC	ROAD SUPERVISOR - VT	5/14/18	\$25.49	F
N	ANDERSON	MATTHEW	BUS DRIVER	8/21/18	\$19.39	F
N	BEHM	ROBERT	BUS DRIVER	9/13/18	\$19.39	F
N	BIRDSALL	RICHARD	BUS DRIVER	4/20/09	\$24.30	F
N	BOARDMAN	KARI	BUS DRIVER	7/09/14	\$24.24	F
N	BRUETTE	JULIE	BUS DRIVER	8/21/97	\$24.34	F
N	CUNNINGHAM	SHEENA	BUS DRIVER	1/31/19	\$19.39	F
N	DERKES	THOMAS	BUS DRIVER	3/13/07	\$24.34	F
N	DREGER	JUSTIN	BUS DRIVER	8/30/06	\$24.34	F
N	FORSTER	JAMES	BUS DRIVER	1/02/02	\$24.34	F
N	GEURDEN	CHRISTINE	BUS DRIVER	7/09/12	\$24.30	F
N	HAMILTON	GREG	BUS DRIVER	7/19/05	\$24.34	F
N	HOPFENSBERGER	TIMOTHY	BUS DRIVER	10/08/18	\$19.39	F
N	HULL	LORI	BUS DRIVER	7/13/94	\$24.34	F
N	HUSS	JOHN	BUS DRIVER	11/02/92	\$24.34	F
N	KUEPPER	KATHERINE	BUS DRIVER	8/10/98	\$24.34	F
N	KURTOVIC	ELMIN	BUS DRIVER	4/01/19	\$19.39	F
N	LANGENHAHN	ROBERT	BUS DRIVER	6/06/17	\$21.82	F
N	LOCKERY	MATT	BUS DRIVER	9/12/11	\$24.30	F
N	MONTGOMERY	JAMES	BUS DRIVER	7/30/12	\$24.30	F
N	ORESKEY	MARK	BUS DRIVER	3/06/19	\$19.39	F
N	SAWICKI	DANIEL	BUS DRIVER	12/20/10	\$24.30	F
N	SELL	DAVID	BUS DRIVER	7/27/15	\$24.24	F
N	SOROOSH	BRETT	BUS DRIVER	4/15/13	\$24.30	F
N	STERN	KARL	BUS DRIVER	4/07/08	\$24.34	F
N	TOON	CHRISTINE	BUS DRIVER	4/04/06	\$24.34	F
N	TUCKER	DEAN	BUS DRIVER	12/05/17	\$20.60	F
N	TURNER	MICHAEL	BUS DRIVER	6/08/10	\$24.30	F

This information is effective

April 3, 2019

VALLEY TRANSIT

	Last Name	First Name	Title	Hire Date	Hourly Rate	Status
N	USTERBOWSKI	KENNETH	BUS DRIVER	6/13/11	\$24.30	F
N	VAN EPEREN	KIM	BUS DRIVER	3/07/95	\$24.34	F
N	VANDEN HOGEN	MICHAEL	BUS DRIVER	7/05/11	\$24.30	F
N	WIEDENFELD	DANIEL	BUS DRIVER	7/20/10	\$24.30	F



Approved 1/01/19

**2019 NON-REPRESENTED CLASSIFICATION COMPENSATION
GRADE ORDER LIST**

1.5% GPA

Exempt	Pay Grade	80%	Control Point	120%
	Pay Grade B	13.03	16.29	19.55
N	PARKING RAMP ATTENDANT			
	Pay Grade C	13.93	17.41	20.89
N	BINDERY CLERK			
N	LIBRARY PAGE CLERK			
	Pay Grade D	14.82	18.53	22.24
N	LIBRARY CLERK			
N	OPERATIONS CLERK - LIBRARY			
N	PARKING ENFORCEMENT PERSON			
N	PARKING ENFORCEMENT/RAMP ATTENDANT			
	Pay Grade E	15.73	19.66	23.59
N	ACCOUNT CLERK I - FINANCE			
N	OPERATOR			
	Pay Grade F	17.09	21.36	25.63
N	ACCOUNT CLERK II - FINANCE			
N	ADMINISTRATIVE ASSISTANT - COMM/ECON DEV			
N	ADMINISTRATIVE ASSISTANT - FIRE			
N	ADMINISTRATIVE ASSISTANT - HEALTH			
N	ADMINISTRATIVE ASSISTANT - HR			
N	ADMINISTRATIVE ASSISTANT - PRFM			
N	INVENTORY CONTROL CLERK - DPW			
N	OPERATOR I			
N	OPERATOR I-PARKING			
N	SERVICE PERSON-CEA			
N	UTILITY LOCATOR			
	Pay Grade G	18.88	23.60	28.32
N	ACCOUNT CLERK III - FINANCE			
N	ADMINISTRATIVE SUPPORT SPECIALIST - DPW			
N	ADMINISTRATIVE SUPPORT SPECIALIST - HR			
N	ADMINISTRATIVE SUPPORT SPECIALIST - LEGAL SERVICES			
N	ADMINISTRATIVE SUPPORT SPECIALIST - LIBRARY			
N	ADMINISTRATIVE SUPPORT SPECIALIST - POLICE			
N	ADMINISTRATIVE SUPPORT SPECIALIST - UTILITIES			
N	COMMUNICATION SPECIALIST - POLICE			
N	CUSTOMER SERVICE SPECIALIST - DPW			
N	GROUPS COORDINATOR			
N	LABORATORY TECHNICIAN			
N	LEAD ADMINISTRATIVE SUPPORT SPECIALIST - POLICE			
N	LEAD COMMUNICATION SPECIALIST - POLICE			
N	LEAD CSO			
N	OPERATIONS CREW LEADER-PARKING			
N	REAL ESTATE ASSESSMENT TECHNICIAN			
N	UTILITY CLERK - FINANCE			
N	WEIGHTS & MEASURES SPECIALIST			

Exempt	Pay Grade	80%	Control Point	120%
	Pay Grade H	20.66	25.83	31.00
N	ARBORIST			
N	ASSESSMENT TECHNICIAN - LEAD CLERICAL			
N	DEPUTY CITY CLERK			
N	ENGINEERING TECHNICIAN			
N	EROSION CONTROL INSPECTOR			
N	FACILITIES MANAGEMENT SUPPORT SPECIALIST			
N	FACILITIES TECHNICIAN			
N	FORENSIC EVIDENCE SPECIALIST			
N	GROUNDS TECHNICIAN			
N	HELP DESK ANALYST			
N	LIBRARY ASSISTANT			
N	LIQUIDS OPERATOR			
N	NETWORK SERVICES ASSISTANT			
N	OPERATOR II			
N	PAYROLL COORDINATOR			
N	PERSONAL PROPERTY ASSESSMENT TECHNICIAN			
N	PROPERTY TAX SPECIALIST			
N	SOLIDS OPERATOR			
N	UTILITY WORKER			
	Pay Grade I	22.48	28.10	33.72
N	ADMINISTRATIVE ASSISTANT - POLICE CHIEF			
N	ASSET MANAGEMENT PURCASHING SPECIALIST - UTILITIES			
N	BENEFITS COORDINATOR - HR			
N	CARPENTER/PAINTER			
N	COMMUNITY DEVELOPMENT SPECIALIST			
N	ENGINEERING SPECIALIST			
N	FACILITIES CONTROL TECHNICIAN			
N	HORTICULTURIST-CONSERVATION TECHNICIAN			
N	HVAC TECHNICIAN/PIPEFITTER			
N	LEGAL ASSISTANT			
N	MASTER MECHANIC			
N	PC/LAN SPECIALIST			
N	PROPERTY ASSESSOR II			
N	PURCHASING CLERK			
N	RECREATION COORDINATOR			
N	RELIEF OPERATOR/MAINTENANCE HELPER			
N	SECRETARY TO THE MAYOR			
N	WATER PLANT OPERATOR			
E	ENVIRONMENTALIST II	Exempt Minimum \$22.83		
E	LIBRARIAN			
E	LIBRARY ASSISTANT SUPERVISOR			
E	ROAD SUPERVISOR - VT			
E	TRAINING & RESOURCE DEVELOPMENT SPECIALIST			

Exempt	Pay Grade	80%	Control Point	120%
	Pay Grade J	24.27	30.34	36.41
E	BUSINESS MANAGER - LIBRARY			
E	CIVIL ENGINEER			
N	CIVILIAN FIRE INSPECTOR			
E	COMMUNITY RELATIONS SPECIALIST			
E	DPW PLANS & RECORDS SPECIALIST			
N	FACILITIES TECHNICIAN-ELECTRICIAN			
E	GIS SPECIALST			
N	MAINTENANCE SPECIALIST-MILLWRIGHT			
E	MARKETING COORDINATOR - LIBRARY			
N	OPERATIONS CREW LEADER - MSB			
E	PUBLIC HEALTH NURSE			
E	SYSTEMS ANALYST			
	Pay Grade K	26.06	32.58	39.10
E	ADMINISTRATIVE SERVICES COORDINATOR - PRFM			
E	ADMINISTRATIVE SERVICES MANAGER - VT			
E	ASSISTANT TO FIRE CHIEF			
E	BUDGET ANALYST			
E	CITY SEALER			
N	CITY SURVEYOR			
E	CLUBHOUSE SUPERVISOR - PRFM			
E	ECONOMIC DEVELOPMENT SPECIALIST			
E	EMERGENCY MANAGEMENT COORDINATOR			
E	FISCAL RESOURCES MANAGER - POLICE			
E	HOUSING COORDINATOR			
N	INSPECTOR			
E	INSTRUMENTATION TECHNICIAN			
N	LEAD ELECTRICIAN			
N	LEAD MECHANIC			
E	MANAGERIAL ACCOUNT COORDINATOR - DPW			
N	MASTER ELECTRICIAN			
E	NETWORK SERVICES SUPERVISOR			
E	OFFICE MANAGER - DPW			
E	PARKING UTILITY MANAGER			
N	PLUMBER			
E	PRINCIPAL PLANNER			
N	PROPERTY ASSESSOR III			
E	PURCHASING MANAGER			
E	RECREATION PROGRAMMER			
	Pay Grade L	27.85	34.81	41.77
E	ASSISTANT CITY ATTORNEY I			
E	COMMUNICATIONS COORDINATOR - MAYOR			
E	CUSTOMER SERVICE ACCOUNTING SUPERVISOR			
E	DIVERSITY AND INCLUSION COORDINATOR			
E	ENTERPRISE ACCOUNTING MANAGER			
E	FIRE PROTECTION ENGINEER			
E	HR GENERALIST			
E	LEAD SYSTEMS ANALYST			
E	LIBRARY SUPERVISOR			
E	PARATRANSIT COORDINATOR/OPERATIONS SUPERVISOR			
E	TRANSIT MAINTENANCE/OPERATIONS SUPERVISOR			
E	TRANSIT OPERATIONS SPECIALIST			
E	TRANSIT OPERATIONS SUPERVISOR			

Exempt	Pay Grade	80%	Control Point	120%
	Pay Grade M	29.66	37.07	44.48
E	ADMINISTRATIVE SERVICES SUPERVISOR - POLICE			
E	CITY CLERK			
E	ENGINEERING TECHNICIAN FOREMAN			
E	ENVIRONMENTAL PROGRAM COORDINATOR - UTILITIES			
E	OPERATIONS FOREMAN - DPW			
E	PUBLIC HEALTH NURSE SUPERVISOR			
E	RECREATION MANAGER			
E	SOFTWARE ENGINEER			
E	SUPERVISOR ENVIRONMENTAL HEALTH			
E	TECHNICAL SERVICES MANAGER - UTILITIES			
	Pay Grade N	31.46	39.32	47.18
E	INSPECTIONS SUPERVISOR			
E	NETWORK ADMINISTRATOR			
E	OPERATIONS FOREMAN-CEA			
E	OPERATIONS FOREMAN-CITY FORESTER			
E	POLICE LIEUTENANT			
E	PROFESSIONAL ENGINEER			
E	PROFESSIONAL ENGINEER - TRAFFIC			
E	RISK MANAGER			
E	STAFF DEVELOPMENT/TRAINING COORD			
E	WATER OPERATIONS SUPERVISOR			
E	WW OPERATIONS SUPERVISOR			
	Pay Grade O	33.26	41.57	49.88
E	ASSISTANT CITY ATTORNEY II			
E	ASSISTANT CITY ENGINEER			
E	FACILITIES MANAGER			
E	FACILITIES PROJECT MANAGER			
E	FIRE BATTALION CHIEF			
E	GOLF COURSE SUPERINTENDENT			
E	GROUPS MANAGER			
E	POLICE CAPTAIN			
E	TRAFFIC ENGINEER			
	Pay Grade P	35.06	43.83	52.60
E	ASSISTANT CHIEF - POLICE			
E	ASSISTANT GENERAL MANAGER			
E	ASSISTANT LIBRARY DIRECTOR			
E	CITY ASSESSOR			
E	DEPUTY CITY ATTORNEY			
E	DEPUTY DIRECTOR COMMUNITY ECONOMIC DEVELOPMENT			
E	DEPUTY DIRECTOR FINANCE			
E	DEPUTY DIRECTOR HUMAN RESOURCES			
E	DEPUTY DIRECTOR OPERATIONS			
E	DEPUTY DIRECTOR PARKS RECREATION & FACILITIES MGMT			
E	DEPUTY DIRECTOR UTILITIES			
E	DEPUTY FIRE CHIEF			
	Pay Grade Q	36.86	46.08	55.30
E	NOTHING ASSIGNED			

Exempt	Pay Grade	80%	Control Point	120%
	Pay Grade R	38.66	48.32	57.98
E	DEPUTY DIRECTOR/CITY ENGINEER			
E	MAYOR			
	Pay Grade S	41.36	51.70	62.04
E	FIRE CHIEF			
E	GENERAL MANAGER			
E	HEALTH OFFICER			
E	LIBRARY DIRECTOR			
E	POLICE CHIEF			
E	UTILITIES DIRECTOR			
	Pay Grade T	44.94	56.18	67.42
E	CITY ATTORNEY			
E	DIRECTOR COMMUNITY & ECONOMIC DEVELOPMENT			
E	DIRECTOR PARKS/RECREATION/FACILITIES MANGEMENT			
E	FINANCE DIRECTOR			
E	HUMAN RESOURCES DIRECTOR			
E	INFORMATION TECHNOLOGY DIRECTOR			
E	PUBLIC WORKS DIRECTOR			

2019 SEASONAL/RECREATION PAY SCHEDULE

WIAA Certified Sports Officials \$25.00 per game
 Certified Fitness Instructor \$25.00 per class

PAY GRADE	1st Year	2nd Year	3rd Year	4th Year
GRADE 8	\$14.84	\$15.44	\$16.05	\$16.64
Adult Sport Official (non-certified) <i>Adult Flag Football</i> Youth Sport Official III Recreation/Sports Instructor III (non-certified) <i>Adult Fitness Instructor (Zumba, Outdoor Bootcamp)</i> Activity Coordinator III <i>Assistant Clubhouse Supervisor</i> <i>Playground Coordinator</i>				
GRADE 7	\$13.03	\$13.63	\$14.23	\$14.84
Code Compliance Inspector Activity Coordinator II <i>Assistant Playground Coordinator</i> Recreation/Sports Instructor II <i>Dance Instructor</i> <i>Preschool Instructors (Jr. Clubhouse, Teacher and Me)</i> <i>Adult Instructor (Spanish, Special Events)</i> Facility Manager III Pool Manager Election Technician				
GRADE 6	\$12.23	\$12.83	\$13.44	\$14.02
Lifeguard III/Swim Instructor Concession Manager				
GRADE 5	\$11.48	\$12.07	\$12.67	\$13.26
Engineering Aide-Inspection/drafting survey Engineering Aide-Traffic Activity Coordinator I <i>Youth Sports - Assistant Coordinator</i> Facility Manager II <i>League Facility Supervisor</i> <i>Director of Instruction-Swim Lessons</i> <i>Scheig Center Attendant</i> Recreation/Sports Instructor I <i>Bike Safety Instructor</i> <i>Camp Instructor (Tennis, Soccer, Baseball, Golf, Sports Exploration)</i> Youth Sport Official II Lifeguard II/Swim Instructor				
GRADE 4	\$10.47	\$11.05	\$11.66	\$12.30
Laborer Program Activity Leader II <i>Camp Supervisor</i> <i>Playground Leader</i> Facility Manager I <i>Clubhouse Attendant</i> <i>Facility Supervisor-Winter Recreation Center</i> Student Intern Lifeguard/Swim Instructors				
GRADE 3	\$9.47	\$10.04	\$10.67	\$11.34
Maintenance Lead Outdoor Pools Program/Activity Leader I <i>Assistant Dance Instructor</i> Customer Service Associate <i>Outside Operations (Golf)</i> Pool Cashier, Concessionaire Youth Sports Official I Chief Election Inspector Chief Election Inspector (co-chief)				
GRADE 2	\$8.58	\$8.86	\$9.19	\$9.47
Election Inspector				
GRADE 1	\$7.99	\$8.11	\$8.23	\$8.35
Scorekeeper <i>Basketball</i> <i>Flag Football - Youth and Adult</i> Attendant/Grounds Personnel <i>Concessions/Beverage Cart</i> <i>Water Slide Attendant</i> Grounds Personnel				

2017 - 2019 FIRE FIGHTER SALARY SCHEDULE

7/1/17 - 1.5%
 10/1/17 - 1%
 1/1/18 - 1.5%
 7/1/18 - 1%
 1/1/19 - 1%
 7/1/19 - 1%

	07/01/17 Rate	10/01/17 Rate	01/01/18 Rate	07/01/18 Rate	01/01/19 Rate	07/01/19 Rate
FIRE FIGHTER - Hired after 1/1/2011						
Start step 0 - 1 year	\$25.95	\$26.21	\$26.60	\$26.87	\$27.14	\$27.41
1 - 2 years	\$26.71	\$26.98	\$27.38	\$27.65	\$27.93	\$28.21
2 - 3 years	\$27.54	\$27.82	\$28.24	\$28.52	\$28.81	\$29.10
3 - 4 years	\$28.33	\$28.61	\$29.04	\$29.33	\$29.62	\$29.92
4 - 5 years	\$29.14	\$29.43	\$29.87	\$30.17	\$30.47	\$30.77
5 - 6 years	\$30.01	\$30.31	\$30.76	\$31.07	\$31.38	\$31.69
6 - 7 years	\$30.94	\$31.25	\$31.72	\$32.04	\$32.36	\$32.68
7 - 8 years	\$31.85	\$32.17	\$32.65	\$32.98	\$33.31	\$33.64
Over 8 years	\$33.12	\$33.45	\$33.95	\$34.29	\$34.63	\$34.98
FIRE FIGHTER						
Start step 0 - 1 year	\$26.97	\$27.24	\$27.65	\$27.93	\$28.21	\$28.49
1 - 2 years	\$27.77	\$28.05	\$28.47	\$28.75	\$29.04	\$29.33
2 - 3 years	\$28.64	\$28.93	\$29.36	\$29.65	\$29.95	\$30.25
3 - 4 years	\$29.47	\$29.76	\$30.21	\$30.51	\$30.82	\$31.13
4 - 5 years	\$30.32	\$30.62	\$31.08	\$31.39	\$31.70	\$32.02
5 - 6 years	\$31.20	\$31.51	\$31.98	\$32.30	\$32.62	\$32.95
6 - 7 years	\$32.18	\$32.50	\$32.99	\$33.32	\$33.65	\$33.99
7 - 8 years	\$33.12	\$33.45	\$33.95	\$34.29	\$34.63	\$34.98
FIRE FIGHTER/INSPECTOR						
Start Step	\$34.28	\$34.62	\$35.14	\$35.49	\$35.84	\$36.20
1 Year Step	\$35.31	\$35.66	\$36.19	\$36.55	\$36.92	\$37.29
FIRE DRIVER ENGINEER						
Start Step	\$33.84	\$34.18	\$34.69	\$35.04	\$35.39	\$35.74
1 Year Step	\$34.55	\$34.90	\$35.42	\$35.77	\$36.13	\$36.49
FIRE LIEUTENANT						
Start Step	\$35.31	\$35.66	\$36.19	\$36.55	\$36.92	\$37.29
1 Year Step	\$36.08	\$36.44	\$36.99	\$37.36	\$37.73	\$38.11
FIRE CAPTAIN						
Start Step	\$36.81	\$37.18	\$37.74	\$38.12	\$38.50	\$38.89
1 Year Step	\$37.51	\$37.89	\$38.46	\$38.84	\$39.23	\$39.62

APPA WAGE SCHEDULE 2017 - 2019

7/1/17 - 1.5%
 10/1/17 - 1%
 1/1/18 - 1.5%
 7/1/18 - 1%
 1/1/19 - 1%
 7/1/19 - 1%

	7/1/17 Rate	10/1/17 Rate	1/1/18 Rate	7/1/18 Rate	1/1/19 Rate	7/1/19 Rate
POLICE OFFICER WITHOUT DEGREE						
Start step	\$27.84	\$28.12	\$28.54	\$28.83	\$29.12	\$29.41
6 months Step	\$28.93	\$29.22	\$29.66	\$29.96	\$30.26	\$30.56
2 years Step	\$30.20	\$30.50	\$30.96	\$31.27	\$31.58	\$31.90
3 years Step	\$30.97	\$31.28	\$31.75	\$32.07	\$32.39	\$32.71
4 years Step	\$31.84	\$32.16	\$32.64	\$32.97	\$33.30	\$33.63
5 years Step	\$33.25	\$33.58	\$34.08	\$34.42	\$34.76	\$35.11
SENIOR POLICE OFFICER	\$ 35.10	\$ 35.45	\$ 35.98	\$ 36.34	\$ 36.70	\$ 37.07
MASTER POLICE OFFICER	\$ 35.94	\$ 36.30	\$ 36.84	\$ 37.21	\$ 37.58	\$ 37.96
POLICE SERGEANT	\$ 36.83	\$ 37.20	\$ 37.76	\$ 38.14	\$ 38.52	\$ 38.91
POLICE SENIOR SERGEANT	\$ 37.77	\$ 38.15	\$ 38.72	\$ 39.11	\$ 39.50	\$ 39.90
POLICE OFFICER WITH DEGREE						
Start step	\$27.84	\$28.12	\$28.54	\$28.83	\$29.12	\$29.41
6 months Step	\$28.93	\$29.22	\$29.66	\$29.96	\$30.26	\$30.56
2 years Step	\$30.20	\$30.50	\$30.96	\$31.27	\$31.58	\$31.90
3 years Step	\$31.28	\$31.59	\$32.06	\$32.38	\$32.70	\$33.03
4 years Step	\$32.59	\$32.92	\$33.41	\$33.74	\$34.08	\$34.42
5 years Step	\$33.87	\$34.21	\$34.72	\$35.07	\$35.42	\$35.77
SENIOR POLICE OFFICER	\$ 35.74	\$ 36.10	\$ 36.64	\$ 37.01	\$ 37.38	\$ 37.75
MASTER POLICE OFFICER	\$ 36.69	\$ 37.06	\$ 37.62	\$ 38.00	\$ 38.38	\$ 38.76
POLICE SERGEANT	\$ 37.56	\$ 37.94	\$ 38.51	\$ 38.90	\$ 39.29	\$ 39.68
POLICE SENIOR SERGEANT	\$ 38.51	\$ 38.90	\$ 39.48	\$ 39.87	\$ 40.27	\$ 40.67

VALLEY TRANSIT TEAMSTER SCHEDULE 2018-2020

	01/01/18 Rate	07/01/18 Rate	01/01/19 Rate	07/01/19 Rate	01/01/20 Rate	07/01/20 Rate
BUS DRIVER	1.50%	1.00%	1.00%	1.00%	1.00%	1.00%
Base Wage	\$17.82	\$18.00				
Wage After 12 Months	\$18.67	\$18.86				
Wage After 24 Months	\$19.01	\$19.20				
Wage After 36 Months	\$20.19	\$20.39				
Wage After 48 Months	\$21.37	\$21.58				
Wage After 60 Months	\$22.57	\$22.80				
Wage After 72 Months	\$23.76	\$24.00				
Training Rate 80%		\$19.20	\$19.39	\$19.58	\$19.78	\$19.98
2080 Hours 85%		\$20.40	\$20.60	\$20.81	\$21.01	\$21.22
4160 Hours 90%		\$21.60	\$21.82	\$22.03	\$22.25	\$22.47
6240 Hours 95%		\$22.80	\$23.03	\$23.26	\$23.48	\$23.72
7280 Hours 100% *		\$24.00	\$24.24	\$24.48	\$24.72	\$24.97
**8/6/18 per MOU change to hours worked						
*eff 1/1/20 8320 hours per MOU						
STANDBY DRIVER/OFFICE CLK						
Base Wage	\$18.54	\$18.73	\$18.92	\$19.11	\$19.30	\$19.49
Wage After 12 Months	\$19.19	\$19.38	\$19.57	\$19.77	\$19.97	\$20.17
Wage After 24 Months	\$19.48	\$19.67	\$19.87	\$20.07	\$20.27	\$20.47
Wage After 36 Months	\$20.40	\$20.60	\$20.81	\$21.02	\$21.23	\$21.44
Wage After 48 Months	\$21.33	\$21.54	\$21.76	\$21.98	\$22.20	\$22.42
Wage After 60 Months	\$22.26	\$22.48	\$22.70	\$22.93	\$23.16	\$23.39
Wage After 72 Months	\$23.17	\$23.40	\$23.63	\$23.87	\$24.11	\$24.35
COMMUNICATION TECHNICIAN						
Base Wage	\$17.75	\$17.93	\$18.11	\$18.29	\$18.47	\$18.65
Wage After 12 Months	\$18.24	\$18.42	\$18.60	\$18.79	\$18.98	\$19.17
Wage After 24 Months	\$18.73	\$18.92	\$19.11	\$19.30	\$19.49	\$19.68
Wage After 36 Months	\$19.21	\$19.40	\$19.59	\$19.79	\$19.99	\$20.19
Wage After 48 Months	\$19.70	\$19.90	\$20.10	\$20.30	\$20.50	\$20.71
Wage After 60 Months	\$20.19	\$20.39	\$20.59	\$20.80	\$21.01	\$21.22
Wage After 72 Months	\$20.69	\$20.90	\$21.11	\$21.32	\$21.53	\$21.75
SERVICE PERSON						
Base Wage	\$17.08	\$17.25	\$17.42	\$17.59	\$17.77	\$17.95
Wage After 12 Months	\$17.90	\$18.08	\$18.26	\$18.44	\$18.62	\$18.81
Wage After 24 Months	\$18.23	\$18.41	\$18.59	\$18.78	\$18.97	\$19.16
Wage After 36 Months	\$19.37	\$19.56	\$19.76	\$19.96	\$20.16	\$20.36
Wage After 48 Months	\$20.52	\$20.73	\$20.94	\$21.15	\$21.36	\$21.57
Wage After 60 Months	\$21.66	\$21.88	\$22.10	\$22.32	\$22.54	\$22.77
Wage After 72 Months	\$22.80	\$23.03	\$23.26	\$23.49	\$23.72	\$23.96

SERVICE PERSON - PT	01/01/18 Rate	07/01/18 Rate	01/01/19 Rate	07/01/19 Rate	01/01/20 Rate	07/01/20 Rate
Base Wage	\$17.08	\$17.25	\$17.42	\$17.59	\$17.77	\$17.95
Wage After 12 Months	\$17.57	\$17.75	\$17.93	\$18.11	\$18.29	\$18.47
Wage After 24 Months	\$17.77	\$17.95	\$18.13	\$18.31	\$18.49	\$18.67
Wage After 36 Months	\$18.46	\$18.64	\$18.83	\$19.02	\$19.21	\$19.40
Wage After 48 Months	\$19.14	\$19.33	\$19.52	\$19.72	\$19.92	\$20.12
Wage After 60 Months	\$19.83	\$20.03	\$20.23	\$20.43	\$20.63	\$20.84
Wage After 72 Months	\$20.52	\$20.73	\$20.94	\$21.15	\$21.36	\$21.57
MECHANIC I						
Start 75% of Base Wage	\$17.87	\$18.05	\$18.23	\$18.41	\$18.59	\$18.78
80% Base Wage After 6 Mo	\$19.06	\$19.25	\$19.44	\$19.63	\$19.83	\$20.03
85% Base Wage After 12 Mo	\$20.25	\$20.45	\$20.65	\$20.86	\$21.07	\$21.28
90% Base Wage After 18 Mo	\$21.44	\$21.65	\$21.87	\$22.09	\$22.31	\$22.53
95% Base Wage After 24 Mo	\$22.63	\$22.86	\$23.09	\$23.32	\$23.55	\$23.79
100%Base Wage After 30 Mo	\$23.82	\$24.06	\$24.30	\$24.54	\$24.79	\$25.04
MECHANIC II						
Start 75% of Base Wage	\$19.11	\$19.30	\$19.49	\$19.68	\$19.88	\$20.08
80% Base Wage After 6 Mo	\$20.38	\$20.58	\$20.79	\$21.00	\$21.21	\$21.42
85% Base Wage After 12 Mo	\$21.66	\$21.88	\$22.10	\$22.32	\$22.54	\$22.77
90% Base Wage After 18 Mo	\$22.93	\$23.16	\$23.39	\$23.62	\$23.86	\$24.10
95% Base Wage After 24 Mo	\$24.21	\$24.45	\$24.69	\$24.94	\$25.19	\$25.44
100%Base Wage After 30 Mo	\$25.48	\$25.73	\$25.99	\$26.25	\$26.51	\$26.78
LEAD MECHANIC						
Start 75% of Base Wage	\$19.81	\$20.01	\$20.21	\$20.41	\$20.61	\$20.82
80% Base Wage After 6 Mo	\$21.14	\$21.35	\$21.56	\$21.78	\$22.00	\$22.22
85% Base Wage After 12 Mo	\$22.45	\$22.67	\$22.90	\$23.13	\$23.36	\$23.59
90% Base Wage After 18 Mo	\$23.78	\$24.02	\$24.26	\$24.50	\$24.75	\$25.00
95% Base Wage After 24 Mo	\$25.09	\$25.34	\$25.59	\$25.85	\$26.11	\$26.37
100%Base Wage After 30 Mo	\$26.42	\$26.68	\$26.95	\$27.22	\$27.49	\$27.76
UTILITY PERSON						
Base Wage	\$15.33	\$15.48	\$15.63	\$15.79	\$15.95	\$16.11
Wage After 12 Months	\$16.05	\$16.21	\$16.37	\$16.53	\$16.70	\$16.87
Wage After 24 Months	\$16.35	\$16.51	\$16.68	\$16.85	\$17.02	\$17.19
Wage After 36 Months	\$17.39	\$17.56	\$17.74	\$17.92	\$18.10	\$18.28
Wage After 48 Months	\$18.42	\$18.60	\$18.79	\$18.98	\$19.17	\$19.36
Wage After 60 Months	\$19.42	\$19.61	\$19.81	\$20.01	\$20.21	\$20.41
Wage After 72 Months	\$20.43	\$20.63	\$20.84	\$21.05	\$21.26	\$21.47
CLEANING PERSON						
Base Wage	\$18.76	\$18.95	\$19.14	\$19.33	\$19.52	\$19.72
BUS PAINTER						
Base Wage	\$23.82	\$24.06	\$24.30	\$24.54	\$24.79	\$25.04

2018 PAY FOR PERFORMANCE DATA

Department	2019 Adjust less than 1.50%	2019 Adjustment 1.5%-2.5%	2019 Adjustment 2.5-3.5%	2019 Adjustment 3.5-4.5%	Hired Late in Year, No Eval Score
Mayor	0	3	0	0	
Legal Services	0	8	0	0	
Finance	0	12	2	0	
Comm Econ Dev	0	17	0	0	
Health	0	13	0	0	
I.T.	0	9	0	0	
Valley Transit	1	3	2	0	
PRFM	2	25	2	0	
Public Works	24	106	23	0	1
Police	1	39	4	0	1
Fire	0	11	0	0	
Utilities	0	30	2	0	
Library	9	38	7	0	
Human Resources	0	7	0	0	
Directors	0	5	6	0	
City Total	37	326	48	0	2

Lump Sum Adjustments given = 4

Lump Sum due to employee at top of pay grade = 28

Union	1/1/2019 Increase	7/1/2019 Increase
APPA Contract	1.00%	1.00%
Fire Union Contract	1.00%	1.00%
VT Teamster Contract	1.00%	1.00%

Data provided to HR/IT Committee: 4/24/2019

CITY OF APPLETON PERSONNEL POLICIES	TITLE: CONDITIONS OF EMPLOYMENT	
ISSUE DATE: July 18, 2002	LAST UPDATE: July 2002; April 24, 2006; November 4, 2010; August 2012; June 2014 (clarification to “at will statement”); January 2017; February 2019	SECTION: Human Resources
POLICY SOURCE: Human Resources Department	AUDIENCE: All employees. All employees (<i>last section as noted applies only to employees not covered by a CBA</i>)	TOTAL PAGES: 5
Reviewed by Legal Services Date: June 2002 October 2010	Committee Approval Date: July 10, 2002 December 12, 2011 February 20, 2017	Council Approval Date: July 17, 2002 December 21, 2011 March 1, 2017

I. PURPOSE

The purpose of this policy is to outline the Conditions of Employment for City of Appleton employees.

II. POLICY

It is the policy of the City of Appleton to treat employees consistently and fairly in matters affecting the conditions of their employment.

A Collective Bargaining Agreement with more specific language than what is in the policy shall be the language applied.

III. DISCUSSION

The City of Appleton shall enforce all conditions of employment as outlined in this policy. Failure to comply with this policy may result in corrective action up to and including discharge.

Hours of Work

The normal work week for City employees shall be forty hours per week, except in those departments where the nature of work requires more than forty hours. Each Department Director/ or designee shall determine the hours based on the needs of the department.

Paid Breaks and Clean up time

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Paid Breaks: Employees may be allowed up to 30 minutes for break(s) per 8 hour shift based on supervisory approval. Breaks not taken are lost. Breaks cannot be accumulated or used to shorten the work day, unless approved by a supervisor in advance and on an infrequent basis. Break times are to be arranged between the employee and their supervisor or Department Director provided time permits. It is the Department Director's responsibility to assure that adequate staff coverage is provided if breaks are scheduled.

Clean up time may be approved based on the needs of the department and supervisory approval.

Review Period

Original appointments to regular positions will normally be made with a review period of 3 and 5 months, and annually thereafter. Employees may be subject to periodic reviews and goal setting after the completion of the initial review period.

Auto Insurance

The City does not provide insurance coverage for an employee's privately owned vehicle, with the exception that all Valley Transit employees are covered by Transit Mutual Insurance when using personal vehicles while conducting Valley Transit business. Employees who use non-City-owned vehicles for City business should confirm that their personal auto insurance policy provides coverage for this use.

All employees who drive non-City-owned vehicles for City business shall be required to purchase (at their own expense) and maintain auto insurance at a level that meets one of the following minimum standards:

- (a) Single limit of liability - \$200,000 for bodily injury and property damage.

OR

- (b) Split limit of liability with limits of; \$100,000 each person bodily injury, \$300,000 each accident bodily injury, \$50,000 property damage

Inclement Weather

If, during periods of inclement weather, conditions begin to reach the stage where travel may become extremely hazardous, the Mayor may deem it appropriate to allow non-essential personnel to return home for their own safety. The time lost for any employee who chooses to leave or not come in to work shall be without pay. An employee may use compensatory time, paid leave such as vacation, PTO or floating holiday pay, or may request approval of their department director to make the time up within the payroll period.

Lay-Offs

Lay-off plans shall be approved by the Human Resources Director before they are implemented and shall be based on the needs of the organization. Any layoffs for budgetary reasons shall

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first go through the committee of jurisdiction and are subject to final council approval before they are implemented. Lay-offs as a result of elimination of grant funding will be reported as information to the Committee of Jurisdiction.

Complaint Procedure

Employees who have work-related concerns are encouraged to discuss them with their supervisor as soon as possible after the event(s) that cause the concern. If the concern is not resolved with the employees' supervisor, the employee may bring the issue to Human Resources. Human Resources will mediate and facilitate towards a workable solution. Any complaint of harassment or discrimination shall be covered under the City's Harassment and Discrimination in the Workplace policy and complaints involving employee discipline, employee termination and workplace safety shall be covered under the City's Grievance Procedure policy.

Position Elimination

No position will be eliminated from the table of organization without the approval of Council. Individual(s) in the eliminated position will remain in service until the change to the table of organization is approved by Council.

Corrective Action

The purpose of corrective action is to correct job behavior and performance problems of employees. Employees shall be informed of standards of conduct and performance by their respective departments and such rules and standards shall be consistently applied. All copies of documented verbal reprimands, written reprimands, suspensions, demotions, and terminations shall be provided to the employee, employees' supervisor, Department Director and Human Resources Director, and kept in the employee's Personnel File located in Human Resources. Demotions and suspensions shall be discussed with the Department Director and Human Resources Director before such action is taken. Terminations shall be discussed with the Department Director, Human Resources Director and the City Attorney. In the event that immediate action is required and the Human Resources Director or City Attorney cannot be reached, the employee can be placed on administrative leave with pay pending investigation. Employees shall have access to the City's grievance procedure provided the issue is related to discipline, termination or safety reasons. A complaint procedure will be available for issues not covered by the grievance procedure.

Return of City Equipment

Employees leaving City employment must return uniforms, cell phones, pagers, keys, key cards, credit cards or procurement cards, tools and equipment on or before their last day of work. It will be the supervisor's responsibility to ensure that all City property is returned.

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Outside Forms of Compensation

All fees, gratuities, witness fees, honorarium or any other form of compensation for outside service's performed while being paid by the City shall be turned over to the City and any such activities for which such compensation is paid shall be reported to their Department Director. This subsection shall not be construed to apply to situations which result from a non work related situation, while an employee is on a bona fide vacation, PTO day, taking floating or other holidays, or to part-time employees except during those times when they are actually performing services to the City, and it shall not apply to the reimbursement of actual and necessary expenses occurring under such circumstances.

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Police and Fire Protective employees reaching age 55

Protective employees who reach age 55 are required to complete an annual physical, determined by the City with the City's Occupational Health provider. The NFPA physical for Fire employees shall suffice for this requirement provided they are deemed Fit for Duty by the City's Occupational Health provider.

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THE SECTIONS LISTED BELOW APPLY TO ALL EMPLOYEES WHO ARE NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT.

Outside Services or Employment

The City's policy on outside duties or employment shall be as follows:

- (a) City employees may not engage in outside employment which conflicts with or affects the performance of their duty with the City.
- (b) No person shall hold more than one full or part-time City position at the same time without the Department Director and Human Resources Director approval.

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Severance Pay

The Human Resources Director, City Attorney and Mayor shall be responsible for developing and offering severance packages if applicable. The accepted package shall be reported to the Human Resources Committee in a closed session.

Transfers

Employees may apply for transfer to another vacant City position for which they are qualified. Such application should be made to the Human Resources Department. If the employee is selected and if the work performance of the transferred employee is not regarded as satisfactory, the Department Director involved may agree to the return of the employee to their former

department if a vacancy is available.

Resignations

Employees in pay grades B-J of the Compensation Plan wishing to leave City employment shall submit a resignation in writing to their Department Director at least two weeks in advance of their planned departure. Employees in pay grades K through T of the Compensation Plan shall submit a resignation in writing to their Department Director or the Mayor whichever is appropriate at least four weeks in advance of their planned departure. All other employees shall submit a resignation in writing to their Department Director at least two weeks in advance of their planned departure. All notices shall be exclusive of any accrued paid time off taken unless for unavoidable circumstances, or if prior approval is obtained from the Department Head. Employees who give the above noted notice shall be paid out for accrued benefits owed them. It is expected that employees will give as much notice as possible in order to facilitate recruitment and orientation of new staff members.

Last Day of Work

Employees retiring or resigning from their position may not extend their final date of employment using unused paid time off (ie: vacation, PTO, Floating Holiday, Sick). The employee's last day of employment shall be defined as the last day the employee is physically at work unless special circumstances exist where the employee is unable to return to work due to an FMLA qualifying event or other medical condition.

At-will Status

Employment with the City is strictly "at-will" unless you are a non-probationary employee covered under a collective bargaining agreement, department director or the terms of your employment are subject to a written contract or other express legal authority. As an at-will employee, you may terminate your employment at any time for any or no reason at all. Likewise, the City has the right to terminate your employment at any time, with or without notice, and for any or no reason at all.

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CITY OF APPLETON PERSONNEL POLICIES		TITLE: PRIVACY	
ISSUE DATE:	LAST UPDATE: <u>20122019</u>	SECTION: Human Resources	
POLICY SOURCE: Human Resources Department	AUDIENCE: All City of Appleton Employees	TOTAL PAGES: 3	
Reviewed by Attorney's Office Date: August 2000 May 2007 October 2008 July 2012	Committee Approval Date: August 31, 2000 June 27, 2007 December 10, 2008 September 24, 2012	Council Approval Date: September 6, 2000 July 5, 2007 December 17, 2008 October 3, 2012	

I. PURPOSE

To respect the privacy rights of the City of Appleton and its employees while maintaining a safe and professional workplace.

II. POLICY

All City of Appleton facilities and equipment are to be used for City related business. All information or materials stored on City of Appleton premises is presumed to be related to City business. The City reserves the right to inspect and monitor any documents, computer data/history, electronic media or devices, social media or third party applications, voice mail messages, facsimiles, mail, packages, desks, offices, lockers, general working areas and City provided vehicles and equipment at any time and without notice. Employees found to be in violation of this policy will be subject to disciplinary action up to and including discharge.

III DISCUSSION

- A. The City of Appleton may search/inspect facilities, desks, lockers, or equipment without prior notice or work-related justification.
- B. The City of Appleton reserves the right to use video equipment to monitor areas of its facilities. Images, electronic media or devices may be monitored as a security measure to ensure employee compliance with City policies.
- C. Employees should not have any expectations of privacy with respect to passwords, combinations, desk drawers, key locks, lockers, etc. Employees will be required to provide supervisors with passwords and keys upon request. Employees may only use personal locks on City of Appleton property if approved by their department's supervisor/department head.
- D. Employees will be required to immediately comply with a request from management to inspect or access any City facility or City property.
- E. The City of Appleton Human Resources Department will maintain personnel files for all employees. Supervisors may have access to such records only on a "need-to-know" basis. Any supervisor who has access to these files will maintain this information in confidence. Information in the City of Appleton personnel and medical files may be used for business purposes subject to any limitations by applicable Federal or State law. As outlined in the Privacy Act of 1986, information contained in an employee's medical file will be strictly confidential and will not be used in any manner which could discriminate towards an employee.

The City has an obligation to comply with State laws protecting access to records of library use by patrons. Access to library records should be requested through Library Administration.

- F. Personal belongings such as wallets, purses, cell phones and electronic devices, pockets, coats, etc. will be subject to inspection if reasonable suspicion exists. Employees should limit the amount of personal belongings that are carried or kept on City of Appleton premises.
- G. All personal mail and e-mail should be directed to the employee's residence or private accounts unless an emergency exists. Employees will be allowed to make and receive a reasonable amount of personal phone calls or e-mails during breaks and standby times.
- H. A supervisor may access any documents, computer data/history, electronic media or device, social media or third party applications, voice mail messages, facsimiles, mail, packages, desks, offices, lockers, general working areas or City provided vehicles/equipment to locate work related materials needed, including during an employee's absence.

IV. PROCEDURE

- A. An inspection or search may be initiated due to an investigation or may simply occur if a supervisor is attempting to locate materials related to City business that are believed to be in the area being searched. A supervisor may also periodically inspect locker rooms, work areas and materials, or electronic files.
- B. The City has an obligation to comply with open records requests. This means information regarding an employee may have to be disclosed pursuant to Wisconsin Statute section 19.35. Employees who share City related files in a personal hard drive/home computer or any other personal electronic device (e.g. cell or Smartphone) may be subjecting their personal computers/devices to an open records request inspection.
- C. Refusal to cooperate in a search or inspection, or obstructing or preventing access to facilities, equipment or property, may lead to disciplinary action up to and including discharge, or the involvement of the appropriate authorities. Employees will be offered an opportunity to explain their actions.
- D. To protect the privacy interest of individuals who use a locker room, only authorized investigators may enter and remain in the locker room to interview or seek information from any individual in the locker room.
- E. When others are present, audio recording devices may be used in the locker room when conducting an investigation. If no person other than the investigators are present, then audio/visual recording devices may not be used.
- F. No person may use a cell phone or recording devices to capture, record or transfer images in the locker room.
- G. Supervisory Responsibilities
 1. Periodically complete a visual inspection of work areas and materials.
 2. Contact Human Resources or the City Attorney's Office prior to beginning a search of any documents, computer data/history, computer disks, voice mail messages, facsimiles, mail, packages, desks, offices, locker rooms/lockers, general working areas or City provided vehicles/equipment.

H. Employee Responsibilities

1. Cooperate fully in any request to inspect or search any documents, data/history, computer disks, voice mail messages, facsimiles, mail, packages, desks, offices, lockers, cell phones/electronic devices, general working areas, or City provided vehicles/equipment.
2. Provide combinations, keys, and pass codes for City electronic systems to their supervisors or Information Services staff upon request. If a password is so provided or compromised in any fashion, it should immediately be reported to Information Services.
3. Contact Human Resources if this policy has not been followed in the course of a search or inspection.

RECRUITMENT STATUS REPORT

UPDATES THRU 04/18/19

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	# of Openings	STATUS
KIM	Bus Driver	VT	Multiple	5	Testing 4/24/19 and 4/26/19. Application deadline 7/28/19.
	Part-Time Bus Driver	VT	N/A	1	Testing 4/24/19 and 4/26/19. Application deadline 7/28/19.
	Part-Time Service Person (.5FTE)	VT	1/14/19	1	Application deadline 4/21/19.
	Communication Technician	VT	1/21/19	1	Application deadline 4/28/19.
	Operator	DPW	3/4/19	2	Josh Wranosky start date 4/22/19. Daniel Rothbauer start date 4/29/19.
	Operator I - Parking	DPW	3/8/19	1	Background pending on top candidate.
	Engineering Technician	DPW	4/3/19	1	Panel interviews 4/22/19.
	Part-Time Service Person (.5 FTE)	DPW	1/24/19	1	Extended application deadline to 4/28/19.
JAY	Police Officer	Police	NA	3 + Elig list	Cole Kantner start date 5/20/19. Conditional offer extended to two candidates. Chief panel interviews 4/18/19. Fitness testing/panel interview/chief interview for the next group 4/23/19.
	BC-Fire Prevention & Public Education	Fire	3/15/19	1	PFC interview 5/6/19.
	Emergency Management Coordinator	Health	New Position	1	Second interview being held on 4/29/19.
	Library Assistant (Full Time)	Library	4/14/19	1	Background and References pending on top candidate.

TOTAL POSITIONS OPEN = 19 TOTAL ELIGIBILITY LISTS = 1

POSITIONS ON HOLD

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Person Vacating Position/Status
JAY	Systems Analyst	IT	7/6/15	1	Using part-time temporary staffing to fill current need
	Administrative Support Specialist	Police	2/27/19	1	Department re-evaluating structure/responsibilities of this position.

TOTAL POSITIONS ON HOLD = 2

Note: Part time non-benefited positions do not (per Recruitment Policy) require authorization outside the department. The Mayor has asked departments to scrutinize.