



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved PERSONNEL BOARD

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, November 19, 2025

1:30 PM

Virtual (Zoom)

The City of Madison is holding the Personnel Board meeting virtually in 2025.

Written Comments: You can send comments on agenda items to personnelboard@cityofmadison.com.

Register for Public Comment:

- Register to speak at the meeting
- Register to answer questions
- Register in support or opposition of an agenda item (without speaking)

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

Watch the Meeting: If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

Listen by Phone: (877) 853-5257 (Toll Free) **Webinar ID:** 896 8655 5582

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

For accommodations, contact: Juan Ortiz in Human Resources at 608-266-4615, jortiz@cityofmadison.com.

Call to Order/Roll Call

Approval of Minutes

Approve the minutes of the 10/8/25 meeting of the Personnel Board:
<http://madison.legistar.com/Calendar.aspx>

Public Comment

1. [90530](#) Public Comment (11/19/25 Personnel Board Meeting)

Disclosures and Recusals

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

New Business

2. [90534](#) Create Range 09A within the Compensation Group 15 salary schedule. Delete the classification of Fleet Technician in Compensation Group 15, Range 08A. Delete Range 08A from Compensation Group 15. Recreate the classification of Fleet Technician in Compensation Group 15, Range 09A. Recreate position numbers 1153, 1155, 1156, 1158, 1162, 1163, 1166, 1169, 1172, 1174, 1178, 1180, 1182, 1183, 1184, 1185, 1190, 3216, 3258, 3259, 4074, and 5090 of Fleet Technician in Range 09A and reallocate the employees (D. Hammersley, K. Cutler, G. Dahl, A. Dalton, S. Tetzlaff, A. Beluli, J. Brown, T. Johnson, K. Dalton, A. Kopmeyer, M. Rosales Franco, E. Ebert, J. Wolfe, J. Hyatt, R. Benda, B. Clifcorn, B. Scoville, L. Meuzelaar, D. Johnson, and I. Jones) to the new classification.

Sponsors: Director of Human Resources

Attachments: [PB Memo - Fleet Technician.pdf](#)

Legislative History

10/21/25	Human Resources Department Finance Committee (12/1/25), Personnel Board (11/19/25), Common Council (12/9/25)	Referred for Introduction
10/28/25	COMMON COUNCIL Additional Referral to Personnel Board	Refer to the FINANCE COMMITTEE
10/28/25	FINANCE COMMITTEE	Refer to the PERSONNEL BOARD

3. [90543](#) Create the classifications of Parks Construction Specialist 1 in Compensation Group 16, Range 12 and Parks Construction Specialist 2 in Compensation Group 16, Range 14. Recreate position numbers 1482, 1512, 1561, and 3176 of Equipment Operator 3 as Parks Construction Specialist 2 in the new range. Reallocate the employees (A. Ayres, T. Rosol, A. Champeau, and J. Halverson) to the new classification.

Sponsors: Director of Human Resources

Attachments: [PB Memo - Equipment Operator 3 - Parks Construction DRAFT ML edits.pdf](#)

Legislative History

10/21/25	Human Resources Department Finance Committee (12/1/25), Personnel Board (11/19/25), Common Council (12/9/25)	Referred for Introduction
10/28/25	COMMON COUNCIL	Refer to the FINANCE COMMITTEE

Additional Referral to Personnel Board

10/28/25 FINANCE COMMITTEE Refer to the PERSONNEL BOARD

4. [90710](#) Create or modify classifications for position placement in the 2026 operating budget as adopted by the Common Council.

Sponsors: Director of Human Resources

Attachments: [PB Memo 2026 Budget Summary Analysis.pdf](#)

[Assistant City Forester 10-2025 DRAFT.pdf](#)

[Assistant City Forester Position Description - Updated.pdf](#)

[Benefits Manager 11-2025.pdf](#)

[HR Benefits Manager PD.pdf](#)

[Deputy City Clerk DRAFT 11-2025.pdf](#)

[Position Description - Deputy Clerk.pdf](#)

[Municipal Clerk Leadworker DRAFT 11-2025.pdf](#)

[Position Description - Lead Worker.pdf](#)

[Water Quality Supervisor DRAFT 11-2025.pdf](#)

[WQSupervisor.PD.final.2025.1112.pdf](#)

Legislative History

11/3/25 Human Resources Referred for Introduction
Department
Finance Committee (11/17/25), Personnel Board (11/19/25), Common Council (11/25/25)

11/11/25 COMMON COUNCIL Refer to the FINANCE COMMITTEE

11/12/25 FINANCE COMMITTEE Refer to the PERSONNEL BOARD

5. [90183](#) Election of Personnel Board Chair and Vice-Chair.

Sponsors: Director of Human Resources

Attachments: [2026 Personnel Board Calendar.pdf](#)

Legislative History

9/30/25 Human Resources Refer to the PERSONNEL BOARD
Department

Discussion Items

6. [83647](#) Personnel Board Report on position studies approved through authorized administrative actions.

Attachments: [2025 PB October November Report Mtg.pdf](#)

Legislative History

5/28/24 Human Resources Refer to the PERSONNEL BOARD
Department

7. [84338](#) Compensation Study update.

Legislative History

7/8/24 Human Resources Refer to the PERSONNEL BOARD
Department

Adjournment