

TO: Finance Committee
FROM: Bill Wick, Human Resources
DATE: January 20, 2026
SUBJECT: Parks Division – Parks Maintenance Worker

Parks Superintendent Eric Knepp is requesting the recreation of a 0.75 FTE Parks Worker position, #4656, (CG16/R04P), currently vacant, to a 1.0 FTE position to provide added coverage and flexibility for increased needs related to Mall Concourse maintenance operations, including for recently added assets such as Lakefront Porch and Capital Centre Courtyard.

Following a review of the submitted materials, I recommend the 75% Parks Worker position (part-time class F206) be recreated as a 100% position in full-time classification F205 to better meet the needs of the Parks Division. Parks has been employing seasonal staff to support maintenance operations for recently added assets; however, in order to maintain consistent and high quality standards, Parks feels that these areas would be better served through the recreation of the permanent part-time Parks Worker position into an additional permanent full-time position. The Parks Division currently has four filled permanent full-time Parks Worker positions. In order to meet the customer service and maintenance needs associated with an increased service area, extra hours of work are needed for this part-time position. This increase in FTE will allow for more flexibility in scheduling and better meet service demands. As the position is currently vacant, the request is appropriate at this time to attract a wider pool of applicants through the additional benefits (health insurance, Wisconsin Retirement System, etc.) that will be available.

Recreation of a 0.75 FTE Parks Worker position to a higher level FTE may be authorized directly by the Finance Committee, according to Mayoral APM 2-4. Therefore, I am recommending recreation of a 0.75 FTE permanent part-time Parks Worker position, #4656, to a 1.0 FTE position in the full-time classification, within the Parks Division operating budget. The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

| Comp Group/Range | 2026 Annual Minimum (Step 1) | 2026 Annual Maximum (Step 5) | 2026 Annual Maximum +12% longevity |
|-------------------------|-------------------------------------|-------------------------------------|---|
| 16/04P (0.75 FTE) | \$39,476.78 | \$43,660.11 | \$48,899.37 |
| 16/04 | \$52,635.70 | \$58,213.48 | \$65,199.16 |

cc: Eric Knepp – Parks Superintendent

Erin Hillson – Human Resources Director

Emaan Abdel-Halim – HR Services Manager

Kurt Rose – Employee and Labor Relations Manager

Local 6000