

**\*\*AMENDED\*\* (Item 8.7)**

**AGENDA FOR REGULAR COMMON COUNCIL MEETING  
SUPERIOR, WISCONSIN  
Tuesday, July 2, 2019  
6:30 p.m. - Government Center, Board Room 201**

**8. BUSINESS BY DEPARTMENT HEADS**

- 8.7 Human Resource Director Koneczny recommending approval of Tonia Kittelson's appointment to the ESD Stormwater & Administrative Services Manager position.



SUPERIOR

W I S C O N S I N

Living up to our name.

Human Resources Department  
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July 1, 2019

City Council Agenda: July 2<sup>nd</sup>, 2019

TO: City Councilors

FROM: Cammi Koneczny, Human Resources Director *CK*  
Steve Roberts, ESD Director

RE: Confirmation of Tonia Kittelson as ESD Stormwater & Admin Services Manager

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Recommendation: Confirm Tonia Kittelson to the ESD Stormwater & Administrative Services Manager position.

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Per City Ordinance, Section 42-21(5)\*, we are recommending your confirmation of ~~Terry Johnson to the Deputy Assessor position~~ Tonia Kittelson to the ESD Stormwater & Administrative Services Manager position.

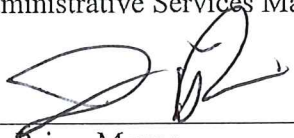
We recently completed a recruitment process to fill the ESD Stormwater & Administrative Services Manager position and Tonia Kittelson came out as our top candidate.

Ms. Kittelson has a Bachelor degree in Natural Resources Management & Education with a minor in Forestry. In addition, she has a Master's degree in Outdoor Leadership & Community Building and is a Certified Professional Project Manager (CPPM). Her work experience includes four years as the Northern Communities Director for the Friends of the Boundary Waters Wilderness, one year as the Program Manager for Outward Bound Twin Cities, six years as a Director of Student Leadership and Engagement for the College of the Atlantic (in Bar Harbor, Maine), and serves currently as the Program Director for the St. Louis River Alliance. In these positions she obtained and utilized management skills, developed experience working with regulatory agencies and familiarity with their reporting requirements, gained knowledge of stormwater requirements and associated issues, developed positive relations with public officials and members of the public, and successfully managed program budgets.

If you would like to discuss Tonia's qualifications further, please contact me or Steve Roberts prior to the July 2<sup>nd</sup> Council meeting and we can provide you with more details.

\*City Ordinance, Section 42-21(5): (5) *Appointment or promotion of employees.* ... the appointment or promotion of city officers and of the regular full-time department heads and supervisory nonunion employees shall not become effective without confirmation by the common council.

I support and recommend confirming Tonia Kittelson's appointment to the ESD Stormwater & Administrative Services Manager position:



Jim Paine, Mayor

7/1/19

Date