



Department of Public Works
Infrastructure Services Division

Jerrel Kruschke, P.E.
Commissioner of Public Works

Kevin Muhs, P.E. AICP
Office of the City Engineer

Timothy J. Thur, P.E.
Infrastructure Administration Manager

March 14, 2025

City Service Commission
Department of Employee Relations
200 E. Wells Street, Room 706
Milwaukee, WI 53202

REQUEST: Extension of Probationary Period – Elias Zarate

Dear Commissioners,

The Department of Public Works (DPW) – Infrastructure Services, is requesting to extend the probationary period for Elias Zarate for six (6) additional months.

Elias Zarate was hired as a Municipal Services Electrician on 7/7/2024, and is subject to a 9-month probationary period that is scheduled to end on 4/7/2025. Elias Zarate's performance has mostly met job requirements; however, due to some recent work performance matters, mainly related to productivity and dependability, it was identified additional time was needed to evaluate their performance.

Due to the significant investment of time, resources, and training provided the employee, DPW is requesting the probationary period be extended an additional six (6) months to 10/7/2025. This period of time is deemed appropriate to allow Elias Zarate to consistently meet expectations and perform all job-related responsibilities.

Elias Zarate was notified of this request to extend probation. If this request is approved, then a Performance Improvement Plan will be implemented.

Thank you for your consideration. Please contact Karen Biernat, Human Resources Analyst Senior, at DPW-Infra-HR@milwaukee.gov or 414-286-5677, with any questions in regards to this request.

Sincerely,

Kevin J. Muhs
City Engineer

CC: Tim Thur, Andrew Simons, Karen Biernat, Mark MacRae and Neal Karweik