



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

June 18, 2025

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

REQUEST: Extension of Probationary Period – Alan Meyer

Dear Commissioners,

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

Alan Meyer was promoted to the Machine Shop Supervisor on 7/21/2024, and is subject to a 12-month probationary period that is scheduled to end on 7/21/2025. Alan Meyer's performance has mostly met job requirements; however, due to recent work performance matters, mainly related to interpersonal relationships, it was identified additional time was needed to evaluate their performance.

Due to the significant investment of time, resources, and training provided to the employee, DPW is requesting the probationary period be extended an additional six (6) months to 1/21/2026. This period of time is deemed appropriate to allow Alan Meyer to consistently meet expectations and perform all job-related responsibilities.

Alan Meyer 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](mailto:DPW-Infra-HR@milwaukee.gov) or 414-286-5677, with any questions in regards to this request.

Sincerely,

Signed by:  
  
07BC33DE5744A2...  
Kevin J. Muhs  
City Engineer

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