



# COUNTY OF KENOSHA

## OFFICE OF THE COUNTY EXECUTIVE

Samantha Kerkman, County Executive

1010 – 56<sup>th</sup> Street, Third Floor  
Kenosha, Wisconsin 53140  
(262) 653-2600

### ADMINISTRATIVE PROPOSAL

#### COUNTY EXECUTIVE APPOINTMENT 2022/23-09

#### RE: DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT SERVICES

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in her judgment and based upon her qualifications, I hereby submit to the honorable Kenosha County Board of Supervisors for its review and confirmation the name of

Shelly Billingsley

to serve as the Director of the Kenosha County Department of Public Works and Development Services.

Ms. Billingsley has a Master of Business Administration degree from the University of Wisconsin-Parkside and has served the City of Kenosha as an engineer, Director of Engineering, Deputy Director of Public Works and, since 2016, as Director of Public Works.

Respectfully submitted this 5<sup>th</sup> day of July, 2022.

Samantha Kerkman  
Kenosha County Executive

# SHELLY BILLINGSLEY

- DIRECTOR OF PUBLIC WORKS -



## PROFESSIONAL PROFILE

A Professional Civil Engineer with a Master's in Business Administration with nearly 20 years of experience with the City of Kenosha Public Works Department. Extensive knowledge of budgeting principles, staff management, project management, operational techniques of civil engineering and Stormwater Utility operations. Professional acumen in addressing concerns of city administration, legislative committees and the public. Extensive experience in coordinating many diverse projects within the Departments of Public Works – Streets, Waste, Parks, Municipal Golf Course, Administration, Fleet Maintenance, Stormwater Utility, and Municipal Office Building Operations.

## WORK EXPERIENCE

### Director of Public Works

City of Kenosha | Kenosha, WI | 2013-Present

- Develop annual multi-million-dollar operation and capital improvement budgets include operations such as, but not limited to: engineering, fleet, streets, snow and ice control, Municipal Golf Course, pools, special events, general park maintenance, building maintenance, and stormwater utility programs.
- Completed overview of Waste Division and developed reports which caused modifications to waste and recycling operations and converted a manual collection stream to a fully automated system.
- Coordinate and respond to general inquiries, special events, various permits.
- Oversee Divisions of: Streets, Parks, Fleet Maintenance, Building Maintenance, Public Works Administration, Engineering, Waste and Stormwater Utility.
- Oversaw the development of system for Alderpersons requests.

### Deputy Director of Public Works / City Engineer

City of Kenosha | Kenosha, WI | 2011-2013

- Aided the Director of Public Works
- Oversaw that permit compliance of the stormwater utility
- Developed spill response procedures and assigned staff inspections as well as training on the procedure(s).
- Presented operations and projects to the following Committees: Public Works, Parks, Public Works, Finance and Common Council.

## EDUCATION

### MASTER'S DEGREE

UW- Parkside

Business Administration

2010- 2014

### BACHELOR'S DEGREE

UW - Milwaukee

Science / Civil Engineer

1996 - 2000

## PERSONAL SKILLS

Leadership

Interpersonal skills

Attention to details

Active Listener

Communicator

## AWARDS

Women in Construction

Contructech, 2016

2022 Project of the Year

Stormwater Management

Wisconsin APWA, 2022

# SHELLY BILLINGSLEY

- DIRECTOR OF PUBLIC WORKS -



Deputy Director of Engineering (Asst. City Engineer)  
City of Kenosha | Kenosha, WI | 2009-2011

- Developed and maintained more efficient and user – friendly database for analyzing a variety of data.
- Researched, delegated and obtained multiple grants for use in Park Division.
- Coordinated, prioritized and assigned projects to engineering staff utilizing design and management principles.
- Coordinated and developed computerized forms and database for analyzing a variety of data.
- Project manager of Kenosha Engine Plant (Chrysler) Remediation, MacWhyte property demolition, remediation and expansion of Petzke Park onto the brownfield.

## PROFESSIONAL ASSOCIATIONS

AMERICAN PUBLIC WORKS ASSOCIATION  
Wisconsin Chapter | Member Since 2008

I have served on the Executive Committee as Secretary since 2000 and have been voted as Vice President which will begin in July 2022. Prior to serving as Secretary I was the Chairperson of the Technical Committee for Facilities and Grounds.

## REFERENCES

Mike Lemens, PE  
Retired Director of DPW City of  
City of Kenosha

[REDACTED]

Cathy Austin, PE  
Director of DPW  
City of Plymouth

[REDACTED]

Chase Kuffel, PE  
Assistant City Engineer  
City of DePere

[REDACTED]

Dani Patton  
Employment Practices  
Liability Specialist  
Cities and Villages Mutual  
Ins. Co.

[REDACTED]

Randy Hernandez  
Former City Administrator

[REDACTED]

## TECHNICAL SKILLS

Microsoft Office: 10/10

Excel: 10/10

Power Point: 10/10

Access: 8/10

PublicStuff: 7/10

Force America: 7/10

## INTERESTS

Hobby Farm

Crocheting

Drawing / Painting

Kids Sports

Kenosha Co. 4H

Photography

Needle Point

Running

## ORGANIZATIONS

Kiwanis Downtown Kenosha

2010 – 2014

- Member
- President

Wisconsin American Public

Works Association

2008 – Present

- Vice President
- Secretary
- Chairperson Facilities and Grounds Committee