



COMPLAINT FORM

Please provide the following information about yourself:

Your name <u>Jane M. Juza</u>		Telephone number <u>920-883-0254</u>	
Email Address <u>janejuzaproperties@gmail.com</u>		Mailing Address: <u>PO Box 10521</u> <u>Green Bay, WI 54307-0521</u>	
Street address <u>1. 300 Packerland Dr. #10521</u> <u>2. 705 Mt Mary Dr</u>		City <u>Green Bay</u>	State <u>WI</u>
			Zip code <u>54303</u>
		<u>Green Bay</u>	<u>WI 54311</u>

Instructions:

- Clearly identify each person, committee, or group that is alleged to have committed a violation (called the respondent);
- Clearly recite the facts that show specific violations under the Commission's jurisdiction (citations to the law and administrative code are not necessary, but helpful);
 - Be as specific as possible as it relates to dates, times, and individuals involved.
- Differentiate between statements based on the complainant's (the person who files the complaint) personal knowledge and those based on information and belief. Statements not based on personal knowledge should identify the source of the information, if known;
- Include any and all documentation supporting the allegations, if available; and
- Use as many separate pages as needed and attach copies of any supporting documentation.

Please send this completed form to:

Email:
ethics@wi.gov

Fax:
(608) 264-9319

Mail:
Wisconsin Ethics Commission
P.O. Box 7125
Madison, WI 53707-7125

State of Wisconsin
Before the Ethics Commission

The Complaint of Jane M. Juza

_____, Complainant(s) against

Eric Genrich

_____, Respondent, whose
address is 100 North Jefferson Street, Green Bay, WI 54301

This complaint is under Wis. Stat., sec. 11.1205(1)a and 11.1400 (Insert the applicable sections of law in chapters 11, subchapter III of ch. 13, or subchapter III of ch. 19 of Wisconsin Statutes, if known)



COMPLAINT FORM

I, Jane M. Juza, allege that:

Attached.

<u>Addendum to Complaint</u>	<u>1 page</u>
<u>Wisconsin Statutes, sec. 11.1205(1)a</u>	<u>1 page</u>
<u>Exhibit A</u>	<u>6 pages</u>
<u>Exhibit B</u>	<u>4 pages</u>
<u>Exhibit C</u>	<u>1 page</u>

I, Jane M. Juza, being first duly sworn, on oath, state that I personally read the above complaint, and that the above allegations are true based on my personal knowledge and, as to those stated on information and belief, I believe them to be true.

Date: 3-15-2023

Jane M. Juza
Complainant's Signature

STATE OF WISCONSIN

County of BROWN,
(county of notarization)

Sworn to before me this 15 day of

March, 2023.

Rebecca Brown

(Signature of person authorized to administer oaths)

My commission expires 06/20/2026 or is permanent.

Notary Public or Rebecca Brown

(official title if not notary)



Addendum to Complaint

Wisconsin Statutes, sec. 11.1205(1)a

On January 23, 2023, Green Bay Mayor Genrich violated Wisconsin Statute, sec. 11.1205(1)a. As a sitting elected official running for office, he may not use government resources to distribute greater than 49 pieces of like material to different individual recipients. See attached Wisconsin Statute, sec. 11.1205(1)a. Eric Genrich filed his Declaration of Candidacy on December 1, 2022. See attached Exhibit C.

Mayor Genrich sent his campaign newsletter from his Green Bay Mayor's office to greater than 49 recipients (subscribers) to his newsletter to recipient's personal email addresses. Exhibit A attached is an example of an email sent to recipients personal email addresses.

I do not have current proof of the number of recipients. But, it is believed that greater than 600 recipients received it. The actual number of recipients could be ascertained from information in the City of Green Bay's computer system.

Additionally, Mayor Genrich's campaign newsletter was a violation of City of Green Bay policies on Electronic Communications and Information Systems Usage Policy paragraph 19.51(a) and (l). A copy of Green Bay's policy is attached as Exhibit B. I believe Mayor Genrich used his City of Green Bay computer to send his campaign newsletter.

Wisconsin Statutes, sec. 11.1400

Penalties are warranted under this statute: Wisconsin Statutes, sec. 11.1400. Penalties are monetary in nature and can be upwards of \$500/piece over the 49 acceptable pieces.

Wisconsin Statutes, sec. 11.1205(1)a

11.1205 Use of government materials by candidates.

(1)

(a) Except as provided in sub. (2), no person elected to state or local office who becomes a candidate for national, state, or local office may use public funds for the cost of materials or distribution for 50 or more pieces of substantially identical material distributed after:

1. In the case of a candidate who is nominated by nomination papers, the first day authorized by law for circulation of nomination papers as a candidate.
2. In the case of a candidate who is nominated at a primary election by write-in votes, the day the board of canvassers issues its determination that the person is nominated.
3. In the case of a candidate who is nominated at a caucus, the date of the caucus.
4. In the case of any other candidate who is nominated solely by filing a declaration of candidacy, the first day of the month preceding the month which includes the last day for filing the declaration.

(b) This subsection applies until after the date of the election or after the date of the primary election if the person appears as a candidate on a primary election ballot and is not nominated at the primary election.

Mayor of Green Bay

Notary Public in Wisconsin

Check out Mayor Genrich's January 2023 Newsletter!

Subscribe to the Mayor's e-newsletter by going to the city website (<http://www.greenbay.wi.gov>), clicking on the Notify Me button, typing in your email address and selecting "Mayor Genrich's Newsletter".



Mayor Genrich's

Mayor Genrich's January 2023 Newsletter

Read about the Mayor's latest news and information on the city's progress.

Available on the city website

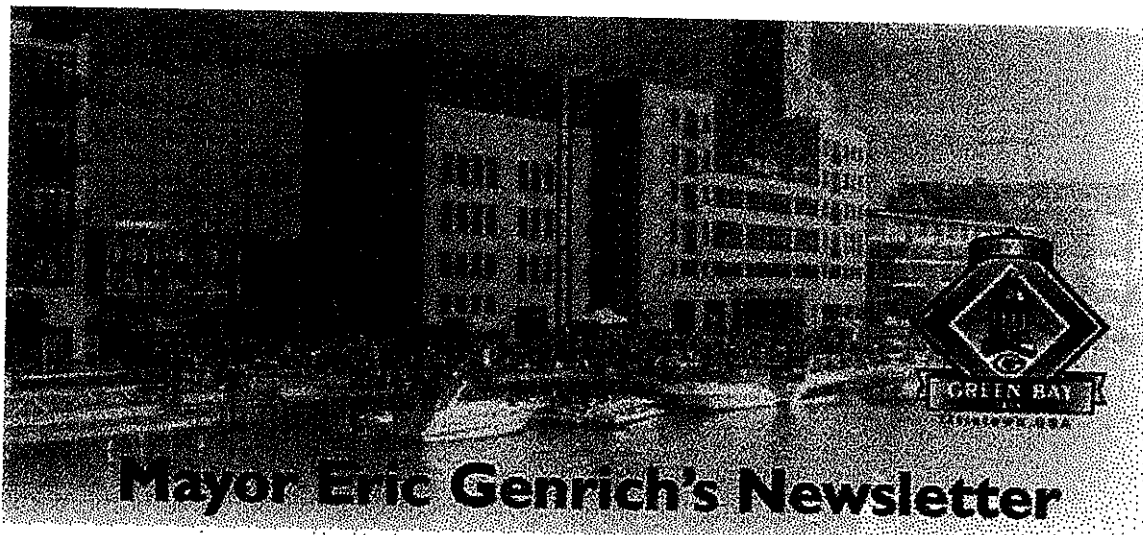
1/2023

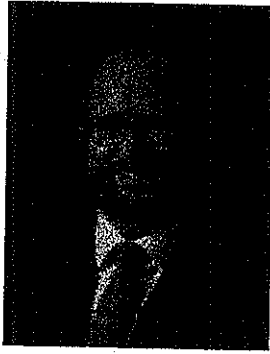
Exhibit A

Mayor Genrich's Newsletter

Previously-Sent Messages

SUBJECT	DATE SENT
Mayor Genrich's January 2023 Newsletter	1/23/2023 4:25 PM
Vote for On Broadway, Inc.	9/19/2022 3:30 PM
Mayor Genrich's July-September 2021 Newsletter	9/21/2021 12:00 PM
Mayor Genrich's June Newsletter	6/19/2020 9:30 AM
Update from Mayor Genrich	5/20/2020 5:01 PM
Mayor Genrich May Newsletter	5/8/2020 2:00 PM
April 2020 Newsletter	4/24/2020 10:45 AM
Election Update	4/3/2020 12:00 PM
Updates from Mayor Eric Genrich	3/24/2020 2:31 PM
Mayor Eric Genrich's March Newsletter	3/19/2020 1:46 PM
Mayor Genrich's November Newsletter	11/25/2019 4:46 PM
Mayor Genrich's September Newsletter	9/16/2019 2:30 PM





Note from the Mayor

Happy 2023, and thank you for subscribing to my e-newsletter! In this space I plan to alert you to things that are coming up at City Hall, highlight events in the community, and offer my perspective on the community.

I hope you had time to rest and recharge with loved friends and family this past holiday season and have had a great start to the new year. Green Bay was full of holiday festivities, and we should anticipate another

exciting year for our community.

Community Events

No matter the weather or season, there's always something to do in Green Bay. Case in point: Winterfest is right around the corner. It's a great way to get out and enjoy the season with friends and family. It runs from 11-3 on January 28 on Broadway.

The Winter Farmers Market is another event to mark on your calendar. That is a Saturday morning events that runs from 8:00 – 12:00 on February 4th and 18th at the KI Center.

Finally, don't forget about the Frosty Family Fun night on February 4, put on by the Friends of the Wildlife Sanctuary! All proceeds benefit the R-PAWS Wildlife Rehabilitation Program.

This event includes:

- Candlelit walks to see the animals and waterfalls at night - you might even see the wolves howling, owls, skunks, snakes, turtles, opossums, and more!
- L&M Carriage Service horse wagon rides sponsored by Oneida Nation
- Animal bingo, games, scavenger hunt, and crafts
- Bonfire with s'mores
- Blue Suede Foods Truck
- Photo booth and raffle
- Popcorn, cider, & hot chocolate
- Music by the Good News Band
- Call (920) 391-3683 for more information.

Additional parking is available at Bay Beach Amusement Park - take the FREE shuttle over!

As you can see, there's no shortage of community events to keep us active and social. For even more ideas, check out the links below:

- [Broadway District, Downtown District, and Olde Main Street District](#)
- [Discover Green Bay](#)
- [City of Green Bay Parks, Recreation and Forestry](#)



Energy Planning Survey

Speaking of the community, in May 2021, the City of Green Bay Common Council approved a resolution establishing a climate goal of 100% clean energy and carbon neutrality for the City of Green Bay, including residents, government, and businesses, by 2050.

Being carbon neutral means that the amount of carbon released by the city is balanced with how much carbon is absorbed by the city actions. To meet this strategy, the city both needs to reduce carbon emissions, and implement strategies to absorb carbon such as planting trees.

Clean energy refers to renewable energy production that does not release carbon, such as solar energy, wind energy, or geothermal.

With our city's commitment to environmental action, the City of Green Bay joins a large list of other cities in addressing environmental concerns. With this goal in place, the city is now working to create a roadmap for how to meet these goals. On Earth Day 2022, the city was awarded a state grant to create a comprehensive energy plan that will guide how the city pursues this goal during the next 5 to 10 years. An important piece of this project is to engage the community to receive feedback from residents and businesses on energy strategies and goals.

We need your help to put this plan together. Feedback collected through this survey will inform the work and ensure it adequately addresses community perspectives and concerns. It will also help the city identify strategies to enable you to save money and transition to renewable energy sources.

Take the [Energy Plan Survey](#) online, it should only take about 10 minutes of your time.

Thanks in advance for your participation. Every little bit helps!

Green Bay Police & Fire Commission Selects Matthew Knott for Fire Chief

In case you missed it, the Police and Fire Commission recently selected Matthew Knott, of the Rockford, IL Fire Department, to become Green Bay Metro's next Fire Chief. Although Chief Litton will be greatly missed, we acknowledge he has earned his retirement and an opportunity to start what is next for himself and his family. We are excited to welcome Chief Knott to the City of Green Bay.



Chief Knott has 25 years of public service in career and volunteer fire departments, as well as law enforcement, currently serving as Division Chief of the Rockford Fire Department. The Rockford Fire Department is the second largest department in Illinois, with over 300 employees across 11 stations and a 911 Center. Chief Knott holds Bachelor of Science and Master of Science Degrees from Northern Illinois University. He holds Chief Officer certifications in the Fire and EMS fields from multiple credentialing agencies, including Chief Officer designation from the Center for Public Safety Excellence, he is a graduate of the National Fire Academy's Executive Fire Officer program, and a graduate

of the International Association of Fire Chiefs Fire Service Executive Development Institute.

Chief Knott's career spans various roles with progressive responsibilities in both the Fire and EMS services and he has been a Chief Officer for over 12 years. He has proven success in areas of firefighter and paramedic safety, community partnerships, and developing a diverse pipeline of applicants to the fire and EMS service. Through his focus on data-based improvement he helped lead his department to accreditation, across both fire and paramedic service, by the Center for Public Safety Excellence. Matthew and his wife Jennifer have two grown daughters.

I am pleased to welcome Matthew into our community to lead the Green Bay Metro Fire Department into its next chapter.



IMMEDIATE NEED: Crossing Guards

There is an immediate need for crossing guards. If you know anyone, a spouse, family member, friend or retiree, who is able to help out at any time, morning or afternoon, even periodically, please let them know that they can [apply online through Cross Safe](#).

Shifts are typically 1-2 hours in the morning and 1-2 hours in the afternoon. The pay is \$15.61 Hourly. Please feel free to share this information with anyone who you

think may be a great fit. We appreciate your consideration.

Community Office Hours

As a reminder, community members may visit with me at a designated time each week to discuss their ideas, convey their concerns or provide their unique perspectives on city life and services. There is no need to make an appointment to visit with me during this one-hour block of time. I want city residents to know their presence and opinions are welcome at City Hall, and I look forward to every opportunity to listen to and learn from community members. The office hour is offered in-person or via Zoom, which also offers a phone (voice) call-in option for those who prefer it.

This time to welcome input from the community is almost always scheduled on Thursdays from 3:30-4:30, but check the [Mayor's Community Calendar](#) to find out when office hours will be scheduled each week.

Request for Service

Do you need city services? Do you have a pothole in front of your house? Do you need a tree trimmed? Use the [Request for Service](#) function on our website to request basic city services.

Contact my Office

Finally, I am here to listen to you and your concerns. If you have any comments, concerns or ideas please send them to my office. View our [Mayor's Office](#) web page for contact information for my office. Thanks for reading, and I can't wait to see you around town!

 [Share on Facebook](#)

 [Share on Twitter](#)

 [Share via Email](#)

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100 N Jefferson St, Green Bay, WI 54301

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Email not displaying correctly? [View it in your browser](#).

Forwarded message

From: **Mayor's Office** <listserv@civicplus.com>

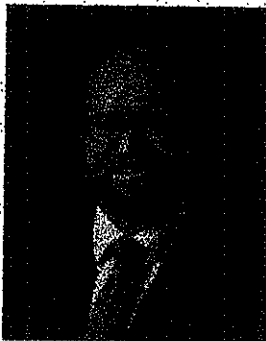
Date: Mon, Jan 23, 2023, 4:25 PM

Subject: Mayor Genrich's January 2023 Newsletter

To: < [@gmail.com](mailto: @gmail.com)>



Mayor Eric Genrich's Newsletter



Note from the Mayor

Happy 2023, and thank you for subscribing to my e-newsletter! In this space I plan to alert you to things that are coming up at City Hall, highlight events in the community, and offer my perspective on the community.

I hope you had time to rest and recharge with loved friends and family this past holiday season and have had a great start to the new year. Green Bay was full of



CITY OF GREEN BAY PERSONNEL POLICY

Policy Title Electronic Communication and Information Systems Usage	Policy Reference Chapter 19
Policy Source Human Resources Department	Legal Review Date
Personnel Committee Approval	City Council Approval Updated March 3, 2015

- 19.1 **Purpose.** The purpose of this policy is to provide guidance on the proper use of the various electronic systems available to employees. Electronic systems include computers, e-mail, telephones, cellular telephones, pagers, voice mail, facsimiles, external electronic bulletin boards, wire services, on-line services, cameras, laptops, PDA's, and the Internet. This policy cannot provide rules to cover every possible situation. The purpose of this policy is to express the City's philosophy and set forth general guidelines governing the use of electronic systems and services. Employees who abuse this policy risk having the privilege removed for them and possibly other employees are subject to discipline, up to and including discharge and may be subject to civil liability and criminal prosecution.
- 19.2 **Organizations Affected.** This policy applies to all of the City of Green Bay government, including its Departments, Offices, Boards, Commissions, Committees, employees and contracted/consulting resources.
- 19.3 **Access and Authority.**
- 19.3.1 Each Department Head shall determine which employees in their department shall have access to the various systems and services, based on business practices and necessity and which shall have authority to communicate on behalf of the City.
- 19.3.2 The provisions of this Policy shall apply to the use of City-owned and provided equipment and/or services from home or other locations off City premises. City-owned equipment (e.g. laptops) may be removed from City premises solely for City work related purposes.
- 19.4 **Privacy.** Electronic information created and/or communicated by an employee using e-mail, utility programs, voice mail, City telephones, City cell phones, internet and bulletin board systems, desktop faxes, all computer documents, and similar electronic media may be accessed and monitored by the City. The City reserves and intends to exercise the right, at its discretion, to review, monitor, intercept, access and disclose all messages created, received or sent over the electronic communication systems as required.

19.5 Prohibited System Usage.

19.5.1 Electronic systems and services cannot be used for knowingly transmitting, retrieving or storing any communication that include but are not limited to:

- a. Personal business on City time (e.g. sports pools, games, shopping, correspondence or other non-business-related items/documents), except as otherwise allowed under 19.6,
- b. Discriminatory or harassing,
- c. Derogatory to any individual or group,
- d. Obscene as defined in Wis. Stats. § 944.21,
- e. Defamatory, threatening, fraudulent, or malicious,
- f. Illegal or contrary to the City's policy or business interests,
- g. Engaging in the unlawful use of the e-mail system as set forth in Wis. Stats. § 947.0125 (unlawful use of computerized communication systems),
- h. Materials which are considered offensive include, but are not limited to: any materials which contain sexual implications, nude images, racial slurs, gender-specific comments, or any other comment that offensively addresses someone's age, race, creed, color, sex, ancestry, religious or political beliefs, marital status, national origin or disability,
- i. Using another individual's account or identity without explicit authorization,
- j. An attempt to test, circumvent, or defeat security or auditing systems, without prior authorization,
- k. An attempt to access, retrieve or read any e-mail message sent to other individuals, unless authorized,
- l. Sending city-wide group emails on non-work related issues or for events not sponsored by the city,
- m. Permitting any unauthorized individual to access the City's e-mail system.

19.5.2 For the protection, integrity and security of the City's network, electronic systems shall not be used to download or transfer software, unless authorized by the IT Division. Do not copy software for use on another City PC, for personal use, or for distribution to others unless a legal license is procured.

19.5.3 Printers, copiers, and facsimiles are provided strictly for City business purposes. The City must be reimbursed for personal use of these machines at a rate of \$.25 per page payable to the City Clerk's Office.

19.5.4 Employee owned devices, such as personal data assistants (PDA's), digital cameras, printers, network access points, digital media readers, audio speakers, portable digital storage devices, voice answering machines, laptops, keyboards, and mice should not be connected to City computers or networks unless

authorization is received by the IT Division.

19.5.5 Freeware and shareware is not permitted on City computers unless provided or endorsed by the IT Division. Unauthorized use or independent installation of non-standard software or data may cause computers and networks to function erratically, improperly, or cause data loss. Personal licensed software is not permitted due to the liability the City is placed in if the licensing requirements are violated.

19.6 Authorized Personal Use. Except as otherwise provided, electronic systems and services provided by the City are for employees' business use during City time. Limited, occasional, or incidental use of electronic systems (sending or receiving) for personal non-business purposes is permitted as set forth below unless restricted elsewhere:

19.6.1 Personal use is allowed during breaks, lunch or immediately before/after work.

19.6.2 Personal use must not interfere with the productivity of the employee or co-workers.

19.6.3 Personal use does not involve any prohibited activity.

19.6.4 Personal use does not consume system resources or storage capacity on an ongoing basis.

19.6.5 Personal use does not involve large file transfers or otherwise deplete system resources available for business purposes.

19.6.6 Any cost associated with personal use of City resources must be reimbursed to the City.

19.7 Telephone And Cell Phone Usage

19.7.1 City telephones and cellular phones are to be used for City business. However, brief, limited personal use (5 minutes or less per day) is permitted during the workday. Personal long distance calls are only permitted with the use of a personal 1-800 calling card.

19.7.2 The use of personal cell phones for personal calls should be limited to 5 minutes or less per day.

19.7.3 The use of cell phones, except for hands-free activations, is prohibited while driving a City vehicle, with the exception of emergency vehicles, under emergency conditions.

19.8 Security. Employees must respect the confidentiality of other individuals' electronic communications. Employees are prohibited from engaging in or attempting to engage in:

- a. Monitoring or intercepting the files or electronic communications of other employees or third parties.
- b. Hacking or obtaining access to systems or accounts they are not authorized to use.
- c. Disabling, modifying, uninstalling, or otherwise inactivating virus scanning

software.

- d. Using other people's logins or passwords unless authorized.
- e. Breaching, testing, or monitoring computer or network security measures.

19.8.1 No e-mail or other electronic communications can be sent that attempt to hide the identity of the sender or represent the sender as someone else.

19.8.2 Anyone obtaining electronic access to other organizations, businesses, companies, municipalities or individuals materials must respect all copyrights and cannot copy, retrieve, modify, or forward copyrighted materials except as permitted by the copyright owner.

19.8.3 Anyone receiving an electronic communication in error shall notify the sender immediately. The communication may be privileged, confidential and/or exempt from disclosure under applicable law. Such privilege and confidentiality shall be respected.

19.8.4 Passwords are intended to keep unauthorized individuals from accessing messages stored on the system. Passwords also establish the identity of the person sending an e-mail message.

- a. Passwords should never be given out over the phone, included in e-mail messages, posted, or kept within public view.
- b. Users should logout or lock their computer with the password protected screen saver if their computer is in a non-secure area. Users should logout of their computer at the end of their workday.
- c. Employees are prohibited from disclosing their password to anyone who is not an employee of the City. Employees also should not disclose their password to other employees, except when authorized.

19.9 E-Mail Special Emphasis. The purpose of this section is to emphasize that certain types of e-mail as defined in Wis. Stats. §19.32(2) are public records. The same rules, which apply to record retention and disclosure for other City of Green Bay documents, apply to such records.

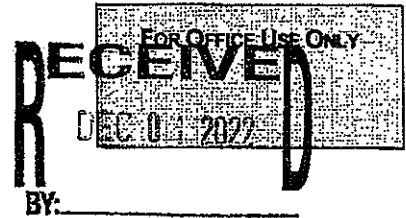
19.9.1 Nature of E-Mail Records. As a general rule, e-mail is a public record whenever a paper message with the same content would be a public record. See Wis. Stats. §19.32(2) for definition of a record.

19.9.2 Components of an E-Mail Record. The e-mail record is defined to include the message, the identities of the sender and all recipients, the date, and any non-archived attachments to the e-mail message. Any return receipt indicating the sender received the message is also considered to be part of the record.

19.9.3 Public Access to E-Mail Records. If a Department receives a request for release of an e-mail the Law Department should be contacted to determine if it is appropriate for public release. The Law Department and/or HR will review the email(s) and determine whether to release them to the public.

Declaration of Candidacy

(See instructions for preparation on back)



Is this an amendment?

☐ Yes (if you have already filed a DOC for this election)

☒ No (if this is the first DOC you have filed for this election)

I, Eric Genrich, being duly sworn, state that
Candidate's name

I am a candidate for the office of Mayor
Official name of office - Include district, branch or seat number

representing _____
If partisan election, name of political party or statement of principle - five words or less (Candidates for nonpartisan office may leave blank.)

and I meet or will meet at the time I assume office the applicable age, citizenship, residency and voting qualification requirements, if any, prescribed by the constitutions and laws of the United States and the State of Wisconsin, and that I will otherwise qualify for office, if nominated and elected.

I have not been convicted of a felony in any court within the United States for which I have not been pardoned.¹

My present address, including my municipality of residence for voting purposes is:

558	Pinehurst Ave	Green Bay, WI	54302	Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of <input checked="" type="checkbox"/>	Green Bay
House or fire no.	Street Name	Mailing Municipality and State	Zip code	Municipality of Residence for Voting	

My name as I wish it to appear on the official ballot is as follows:

Eric Genrich
(Any combination of first name, middle name or initials with surname. A nickname may replace a legal name.)

STATE OF WISCONSIN

County of _____
(County where oath administered)

ss.

Subscribed and sworn to before me this 1st day of December, 2022

(Signature of person authorized to administer oaths)

☐ Notary Public or ☒ other official Clerk
(Official title, if not a notary)

If Notary Public: My commission expires _____ or ☐ is permanent.

**NOTARY SEAL
REQUIRED, IF OATH
ADMINISTERED BY
NOTARY PUBLIC**

The information on this form is required by Wis. Stat. § 8.21, Art. XIII, Sec. 3, Wis. Const., and must be filed with the filing officer in order to have a candidate's name placed on the ballot. Wis. Stats. §§ 8.05 (1)(j), 8.10 (5), 8.15 (4)(b), 8.20 (6), 120.06 (6)(b), 887.01.

EL-162 | Rev. 2019-08 | Wisconsin Elections Commission, P.O. Box 7984, Madison, WI 53707-7984
608-266-8005 | web: elections.wi.gov | email: elections@wi.gov

Exhibit C

¹ A 1996 constitutional amendment bars any candidate convicted of a misdemeanor which violates the public trust from running for or holding a public office. However, the legislature has not defined which misdemeanors violate the public trust. A candidate convicted of any misdemeanor is not barred from running for or holding a public office until the legislature defines which misdemeanors apply.