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From the Director, Department of Transportation, requesting approval to create 1.0 FTE Administrator Contract position, pay grade NR28E in the Director’s Office, by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, the 2026 Adopted Budget includes nine funded positions within the Director’s Office, Department of Transportation (DOT); and

WHEREAS, the creation of an Administrator Contract position within the Director’s Office, DOT, is necessary due to the expanding volume, complexity, and regulatory requirements associated with all contracts under the department’s purview; and

WHEREAS, this role will provide dedicated oversight, development, and management of contracts to ensure that DOT’s contracted services are delivered efficiently, compliantly, and in alignment with Milwaukee County’s fiscal and operational standards; and

WHEREAS, given the scope of responsibilities spanning strategy, compliance, fiscal oversight, procurement, and provider performance, this role is essential for safeguarding public resources, improving service outcomes, and supporting DOT’s operational effectiveness; and

WHEREAS, the Department of Human Resources has reviewed this position change request, has determined the appropriate classification (Administrator Contract) and pay grade (NR28E), and has submitted a report included in this file; and

WHEREAS, the Office of Strategy, Budget, and Performance has reviewed this request with respect to need, appropriateness, and funding availability, as required by Section 59.60(10), Wisconsin State Statutes, and has submitted a report included in this file; and

WHEREAS, the Committee on Personnel, at its meeting of May 20, 2026, recommended adoption of File No. 26-395 (vote 3-0); now, therefore,

BE IT RESOLVED, the Milwaukee County Board of Supervisors (County Board) hereby approves the classification and pay grade recommendation for the position, as outlined in in the report hereto attached and summarized below:

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Recommended Title	Administrator Contract
Agency (Department)	580 – Department of Transportation (DOT)
Organization (Org.) (Low Org.)	5801
Number of Positions	1
Pay Grade	NR28E
Minimum (Annual)	\$79,268.80
Maximum (Annual)	\$118,913.60

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BE IT FURTHER RESOLVED, the County Board hereby authorizes and approves the following position actions for DOT, effective Pay Period 14, beginning June 21, 2026:

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Action	Title	Pay Range	Annual Salary Range
Create	Administrator Contract	NR28E	\$79,268.80-\$118,913.60

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BE IT FURTHER RESOLVED, the County Board authorizes and directs the Department of Administrative Services and the Office of the Comptroller to process an administrative appropriation transfer to effectuate the requested changes contained herein.

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