

From the Register of Deeds, Office of the Register of Deeds request to abolish one Supervisor Real Property and create one Real Estate Supervisor, by recommending adoption of the following:

### A RESOLUTION

WHEREAS, the Office of the Register of Deeds (ROD) is requesting the abolishment of 1.0 Full-Time Equivalent (FTE) Supervisor Real Property position (pay grade 24M) and the creation of 1.0 FTE Supervisor Real Estate position (pay grade NR20); and

WHEREAS, the Supervisor Real Property position in the ROD is currently vacant, and staff determined a need for a change in job duties and classification; and

WHEREAS, the Supervisor Real Estate position will be the key individual responsible for administering special projects, identity shielding, digital data conversions, book binding, and back indexing; and

WHEREAS, the Supervisor Real Estate position should be aligned with the Supervisor Fiscal & Vital Records position, and both positions must reflect the same pay grade (NR20) and level of responsibilities as they do in the ROD Organizational Chart; and

WHEREAS, the Department of Human Resources has reviewed this request for a new position or additional staffing to determine the appropriate classification (Supervisor Real Estate) and pay grade (NR20), 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 per 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 June 10, 2025, recommended adoption of File No. 25-400 (vote 5-0); now, therefore,

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

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Recommended Title	Supervisor Real Estate
Agency (Department)	340 – Office of the Register of Deeds (ROD)
Organization (Low Org)	3430
Number of Positions	1
Pay Grade	NR20
Annual Range	\$49,255 - \$73,882

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46 BE IT FURTHER RESOLVED, the County Board hereby authorizes and  
47 approves the following position actions for the ROD, effective Pay Period 15, beginning  
48 July 6, 2025:

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Action	Title	Number of Positions	Pay Grade
Abolish	Supervisor Real Property	1	24M
Create	Supervisor Real Estate	1	NR20

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