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DAS-FMD requests to create 1.0 FTE Project Manager, Pay Grade 34A, and 1.0 FTE Project Assistant, Pay Grade 20, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Architecture, Engineering, and Environmental Services Section (AE&ES), Facilities Management Division (FMD), Department of Administrative Services (DAS), is not sufficiently staffed to fully support the influx of capital projects, and the unit currently has a long list (over 200 projects and \$100 million of capital) of active projects, faces significant staff vacancies, has a high retirement eligibility, and has limited bandwidth to manage significant project inflow from the American Rescue Plan Act (ARPA); and

WHEREAS, creation of 1.0 Full-Time Equivalent (FTE) Project Manager position, Pay Grade 34A, and 1.0 FTE Project Assistant position, Pay Grade 20, will help build internal capacity for the ARPA Program, and also help build institutional knowledge and provide a feeder into the regular AE&ES, FMD-DAS, staffing, as AE&ES, FMD-DAS, anticipates a number of retirements in the coming years; and

WHEREAS, the Office of Strategy, Budget, and Performance has reviewed this request and has submitted a report included in this file; and

WHEREAS, the Department of Human Resources is responsible for assessing the duties associated with the positions, and providing a job title and compensation recommendation to the Committee on Personnel (Personnel); and

WHEREAS, Personnel, at its meeting of September 6, 2022, recommended adoption of File No. 22-962 (vote 5-0); now, therefore,

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

Recommended Title	Project Manager
Agency (Department)	115
Org. (Low Org)	5740
Number of Positions	1.0
Pay Grade	34A
Step 1 (Annual)	\$89,918.40
Step 2 (Annual)	\$91,873.60
Step 3 (Annual)	\$93,808.00
Step 4 (Annual)	\$95,763.20
Step 5 (Annual)	\$97,760.00
Step 6 (Annual)	\$99,715.20
Step 7 (Annual)	\$101,732.80
Step 8 (Annual)	\$104,332.80
Step 9 (Annual)	\$106,953.60

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Recommended Title	Project Assistant
Agency (Department)	115
Org. (Low Org)	5740
Number of Positions	1.0
Pay Grade	20
Step 1 (Annual)	\$47,049.60
Step 2 (Annual)	\$48,880.00
Step 3 (Annual)	\$50,814.40
Step 4 (Annual)	\$52,894.40
Step 5 (Annual)	\$54,620.80

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BE IT FURTHER RESOLVED, the County Board hereby authorizes and approves the following position actions for the Architecture, Engineering, and Environmental Services Section, Facilities Management Division, Department of Administrative Services, effective Pay Period 22, beginning October 24, 2022:

Action	Title	Number of Positions	Pay Grade
Create	Project Manager	1.0	34A
Create	Project Assistant	1.0	20

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srb
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