

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: December 30, 2022

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Donna Brown-Martin, Director of Department Transportation

Subject: Report from the Milwaukee County Department of Transportation – Airport Division, requesting the approval to abolish 1 FTE Airport Business Manager (vacant) at paygrade 31M and create 1 FTE Airport Business Manager at paygrade 34M

File Type: Action Report

REQUEST

A request from the Milwaukee County Department of Transportation Airport Division requesting approval to abolish 1 FTE Manager, Airport Business (vacant) at paygrade 31M and create 1.0 FTE Manager, Airport Business at 34M.

POLICY

Wisconsin State Statutes:	59.22
Milwaukee County Code of General Ordinance:	Chapter 1
Specific Adopted Budget:	2023

BACKGROUND

The Properties/Concessions and Parking/Ground Transportation section within the Airport has three management roles. The Parking Manager and Properties and Concessions Manager positions have direct reports and are in Pay Grade 34M. The Manager, Airport Business position has been vacant for approximately two years and will also have direct reports; however, its paygrade is 31M. The Department is seeking to elevate the compensation of the Manager, Airport Business position to the same level as the other manager roles due to workload volume, expectations around complex project management and business transactions all within a highly federally regulated environment.

ALIGNMENT TO STRATEGIC PLAN

3B: Enhance the County’s fiscal health and sustainability

FISCAL EFFECT

The increase in expense from the requested action will be absorbed within the Airport

operating budget utilizing available aeronautical and non-aeronautical revenue.

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Abolish	Manager Airport Business	31M	\$69,929.60 - \$83,262.40
Create	Manager Airport Business	34M	\$79,955.20 – \$95,222.40

ATTACHMENTS:

Resolution, Fiscal Note, JEQ, HR Compensation Report, SBP Report

VIRTUAL MEETING INVITES:

Brian Dranzik, Airport Director, MCDOT – Airport Division.
Matt Hoffman, Director of Business and Commercial Development, MCDOT - Airport Division.

PREPARED BY:

Matt Hoffman, Director of Business and Commercial Development, MCDOT - Airport Division.

APPROVED BY:

Donna Brown-Martin, Director, Department of Transportation

Julie Esch, Deputy Director

Donna Brown-Martin, Director, Department of Transportation

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk