

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: June 25, 2021

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

From: Guy Smith, Executive Director, Milwaukee County Parks

Subject: From Executive Director, Milwaukee County Parks, requesting permission to abolish one (1.0) FTE Officer Development and create one (1.0) FTE Assistant Director of Operations

File Type: Action

REQUEST

Milwaukee County Parks is requesting authorization to abolish one (1.0) FTE Officer Development and create one (1.0) FTE Assistant Director of Operations.

POLICY

Wisconsin State Statutes:	59.22
Milwaukee County Code of General Ordinances:	Chapter 1
Specific Adopted Budget:	2021

BACKGROUND

The 2016 adopted budget included funds to establish one Development Officer to “leverage external funds through partnerships, sponsorships and grants”. This position assisted with administering the Parks Amenities Matching Fund (now sPark Matching Fund), sponsorships and most importantly was integral in coordinating the creation of the Milwaukee Parks Foundation. This position has been vacant since April of 2020. Through a review of departmental needs and the advent of hiring a new Director of Operations & Skilled Trades in 2021, Parks has determined that the use of funds from the position of Officer Development would be better allocated to support the operations division. This position would provide expanded capacity for both the Director of Operations and the North, South, Central and Forestry Regional managers to direct efforts and work plans toward alignment with strategic county and department goals.

ALIGNMENT TO STRATEGIC PLAN

The creation of an Assistant Director of Operations would support Parks alignment to the strategic plan areas 2A (Determine what, where, and how we deliver services to based on the resolution of health disparities) and 3A (Invest “upstream” to address root causes of health

disparities). Currently capacity within the operations division is extremely low due to labor shortages. Staff are unable to divert attention to matters beyond required basic duties. The addition of this position will provide an opportunity for process improvements and enhanced service delivery.

FISCAL EFFECT

Funding for the conversion is included in the 2021 budget and upon hire any additional funding required will be included in the 2022 budget.

PREPARED BY:

Jeremy Lucas, Director of Administration & Planning, Milwaukee County Parks

APPROVED BY:

Guy Smith, Parks Executive Director



ATTACHMENTS:

DAS Report

DAS Resolution

DAS Fiscal Note

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk
David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, County Executive's Office
Sheldon Wasserman, Parks, Energy & Environment Chair, Supervisor District 3
Steven Shea, Parks, Energy & Environment Committee Vice-Chair, Supervisor District 8
Felesia Martin, Parks, Energy & Environment Committee Member, Supervisor District 7
Sylvia Ortiz-Velez, Parks, Energy & Environment Committee Member, Supervisor District 12
Liz Sumner, Parks, Energy & Environment Committee Member, Supervisor District 1
Kelly Bablitch, Chief of Staff, County Board
Aaron Hertzberg, Director, Department of Administrative Services
Joseph Lamers, Fiscal & Budget Director, DAS
Vince Masterson, Fiscal & Strategic Asset Coordinator, DAS
Pamela Bryant, Capital Finance Manager, Comptroller's Office
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office
Kelsey Evans, Committee Coordinator, Office of the County Clerk
Emily Peterson, Research & Policy Analyst, Office of the Comptroller
Anthony Rux, Budget & Management Analyst, DAS-PSB