Scio Township Board of Trustees
Approval a conditional offer of employment to Christopher Cheng for the Project Manager position.

FOR MEETING DATE OF: November 14, 2023
PREPARED ON: November 9, 2023
PREPARED BY: Joyce Parker
SUBMITTED BY: Manager

ITEM TYPE: Possible Action

SUGGESTED ACTION: Approval of a conditional offer of employment to Christopher Cheng for the Project Manager position.

BACKGROUND: The Board of Trustees included a position in the 2023/24 budget for a Project Manager position. The position will provide support to the Parks, Paths and Preserves department and to the Township Manager department. The position is envisioned to support both areas 50% of the time allocated as a full-time position. The position will provide support for project oversight in PPP and various duties in the township manager area including zoning support at the front desk and with the zoning board of appeals, special projects, and grant administration in concert with other departments. Mr. Cheng's background includes working with the City of Ann Arbor for more than twenty years as a City Planner and as Associate City Planner. Mr. Cheng has a Bachelor of Science degree in Resource Development and is a member of the American Institute of Certified Planners. He also serves on the Scio Township Planning Commission since 2000 and on the Parks, Paths, and Preserves Commission.

FISCAL IMPACT: The position is budgeted for $81,245 between the general fund and Parks, Paths and Preserves.

RECOMMENDATION: Approval of a Conditional offer of employment to Christopher Cheng to serve as Project Manager for Scio Township. The offer is subject to a satisfactory background check and approval by the Board of Trustees.

MODEL MOTION: To approve a Conditional Offer of Employment to Christopher Cheng to serve as Project Manager for Scio Township. The conditional offer is subject to a satisfactory background and reference check.

ATTACHMENTS:
Christopher Cheng Resume.pdf
Project_Manager_8.13.21.pdf

QUESTION: Shall this Motion by APPROVED?