



Office of the City Clerk

Ronald D. Leonhardt  
City Clerk

Carolyn Hill Robertson  
Deputy City Clerk

September 22, 2005

Ald. Willie L. Hines, Jr.  
Common Council President

Ald. James Witkowiak, Chair  
Utilities and Licenses Committee

RE: File 041116, substitute motion amending the Common Council Procedure and Rules relating to the assignments of the standing committees

Dear Ald. Hines and Witkowiak:

Following the Steering and Rules Committee hearing on the above file, License Division Manager Rebecca Barron, Council Records Manager James Owezarski and I have again reviewed its impact on internal procedures and processes, especially staff time. Given some short-term concerns that involve establishing new procedures and revising forms and computer programs, and long-term concerns about potential impact on the availability of License Division management, we are requesting that the attached Substitute 2 be adopted in lieu of Substitute 1 that was heard at committee.

Substitute 2 allows for a gradual transition to the dispersal of licensing functions to committees other than the Utilities and Licenses Committee. It provides that instead of licensing functions being assigned to a total of four committees, only two committees be included at this time. This would be accomplished by moving the licensing of public passenger vehicles and drivers and alarm businesses to the Public Safety Committee. No other licensing functions would be reassigned at this time. Once this transfer of licensing responsibilities has been successfully implemented and evaluated, the Common Council can then consider additional reassignments, if it so desires.

Under this substitute, utility matters would also be transferred to the Public Improvements Committee. This does not involve licensing activity and therefore has no impact on staff of the License Division.

We believe that this substitute is a reasonable step in adjusting the workload of the Utilities and Licenses Committee with minimal impact on staff, not only of our office but also the City Attorney's Office and Milwaukee Police Department. Thank you for your consideration of this request.

Sincerely,



Ronald D. Leonhardt  
City Clerk

Rebecca Barron  
License Division Manager

Cc: Common Council Members  
James Owczarski  
City Attorney  
Chief of Police

Rdl/council/ulpit/substitute.doc