



OFFICE OF THE CITY TREASURER
Milwaukee, Wisconsin

May 15, 2018

Spencer Coggs
City Treasurer

James F. Klajbor
Deputy City Treasurer

Kerry R. Urban
Special Deputy City Treasurer

Robyn L. Malone
Special Deputy City Treasurer

James Owczarski
City Clerk
City Hall, Room 205

RE: Communication File Regarding a Change to the 2018 Positions Ordinance

Dear Mr. Owczarski:

Due to difficulty in recruiting and retaining part-time employees for the Customer Services Division, this office is requesting that two, current, part-time positions be converted into one full-time position.

The required 2018 Positions Ordinance amendment to affect this change is as follows:

CITY TREASURER

Customer Services Division

DELETE:

Customer Service Representative II (0.5 FTE) 2 Positions

ADD:

Customer Service Representative II (Y) 1 Positions

Respectfully Submitted,

SPENCER COGGS
City Treasurer





City of Milwaukee Fiscal Impact Statement

A Date 5/15/2018 File Number _____ Original Substitute
 Subject Change to 2018 Position Ordinance under City Treasurer

B Submitted By (Name/Title/Dept./Ext.) Jim Klajbor, Deputy City Treasurer

C This File

- Increases or decreases previously authorized expenditures.
- Suspends expenditure authority.
- Increases or decreases city services.
- Authorizes a department to administer a program affecting the city's fiscal liability.
- Increases or decreases revenue.
- Requests an amendment to the salary or positions ordinance.
- Authorizes borrowing and related debt service.
- Authorizes contingent borrowing (authority only).
- Authorizes the expenditure of funds not authorized in adopted City Budget.

D Charge To

- Department Account
- Capital Projects Fund
- Debt Service
- Other (Specify) _____
- Contingent Fund
- Special Purpose Accounts
- Grant & Aid Accounts

E

| Purpose | Specify Type/Use | Expenditure | Revenue |
|--------------------|------------------|----------------|----------------|
| Salaries/Wages | No change | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Supplies/Materials | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Equipment | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Services | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Other | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| TOTALS | | \$ 0.00 | \$ 0.00 |

F

Assumptions used in arriving at fiscal estimate. No change in salaries and wages.

G

For expenditures and revenues which will occur on an annual basis over several years check the appropriate box below and then list each item and dollar amount separately.

1-3 Years 3-5 Years

1-3 Years 3-5 Years

1-3 Years 3-5 Years

H

List any costs not included in Sections D and E above.

I

Additional information. Converting two part-time positions into one full-time position.

J

This Note Was requested by committee chair.