



Department of Administration

Tom Barrett
Mayor

Sharon Robinson
Director of Administration

June 9, 2015

Mr. James Owczarski, City Clerk
Finance & Personnel Committee
City Hall, Room 205
200 East Wells Street
Milwaukee, WI 53202

Dear Mr. Owczarski:

I am requesting that the Positions Ordinance be amended to authorize private automobile allowance for the Community Outreach Coordinator position pursuant to Section 350-183 of the Milwaukee Code of Ordinances. This position is in the Office of the Director in the Department of Administration. The incumbent in this position will be required to regularly use a personal vehicle to perform off-site job duties related to community outreach.

If possible, it is my intent to have this matter considered at the next Finance and Personnel Committee meeting scheduled for Wednesday, June 17, 2015 as the recruitment process for this position has already begun.

Please feel free to contact me with any questions.

Sincerely,

Sharon Robinson, Director
Department of Administration

SR/dlk