

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: November 26, 2012

TO: David Cullen, Co-Chair, Finance, Personnel and Audit Committee
Willie Johnson, Jr., Co-Chair, Finance, Personnel, and Audit Committee

FROM: Craig Kammholz, Fiscal and Budget Administrator

SUBJECT: Department of Administrative Services Passenger Vehicle Review

BACKGROUND/ANALYSIS


The Milwaukee County Administrative Manual Section 56.22 requires all departments/employees having use of a passenger car to annually submit a report to the Department of Administrative Services (DAS) that specifies the number of vehicles and garaging location of vehicles assigned to the department, their use (whether by an individual employee or as a pool vehicle), and if assigned to an employee, the title of the employee, their job function and the use of the vehicle. After reviewing information submitted by departments, the Department of Administrative Services will recommend any changes or additions to approved vehicle assignments to the Committee on Finance and Audit. Assignment of all passenger cars shall be subject to the approval of the County Board upon the recommendation of the Committee.

Please see the attached spreadsheet for a detailed list of Fleet Management passenger vehicles.

Within the attached spreadsheet, DAS has provided a listing of passenger cars assigned to the Sheriff's Office and included informational updates for the Sheriff vehicles where responses were provided.

RECOMMENDATION

This report is for information only; no action required.


Craig Kammholz
Fiscal and Budget Administrator

Attachment

pc: Chris Able, County Executive
Supervisor Marina Dimitrijevic, Chair, County Board of Supervisors