

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: April 22, 2025

To: Marcelia Nicholson, Chair, Milwaukee County Board of Supervisors

From: Liz Sumner, Milwaukee County Comptroller

Subject: Milwaukee County Office of Comptroller requests to abolish 1.0 FTE Associate Accountant, pay grade NR17 (vacant) and create 1.0 FTE Supervisor Accounting, pay grade NR25.

File Type: Action Report

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**REQUEST**

Milwaukee County Office of Comptroller requests to abolish 1.0 FTE Associate Accountant position, pay grade NR17 (vacant) and create 1.0 FTE Supervisor Accounting, pay grade NR25.

**POLICY**

Milwaukee County Code of General Ordinances:	MCGO 17.05(1)
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**BACKGROUND**

The 2025 adopted budget includes one (1.0) FTE Associate Accountant (pay grade NR17) that would be abolished to create one (1.0) FTE Accounting Supervisor (pay grade NR25). The Comptroller will include the requested position change in the 2026 requested budget.

The Central Accounting Division is responsible for producing the County's Annual Comprehensive Financial Report (ACFR), which is critical to the County accessing state and federal funds. The Central Accounting Division has identified a need for an individual that can produce comprehensive exhibits including management discussion analysis, footnotes, and statistical sections for the ACFR and monitor County compliance with all Local Ordinances, State and Federal Governments, GAAP, and GASB proclamations. This position will also manage difficult or complex work assignments including but not limited to consolidations of MCTS statements, pension and healthcare analysis, reserve analysis, and fiscal reporting using initiative and ingenuity where there is little precedent. This position will also provide accounting and systems technical support to subordinates and other departments including planning, advising, and training on policies, procedures, and software.

## **ALIGNMENT TO STRATEGIC PLAN**

Describe how the item aligns to the objectives in the strategic plan:

- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 3B: Enhance the County's fiscal health and sustainability

As mentioned previously, production of the County's ACFR is one of the most critical fiscal responsibilities of the Comptroller's Office. This position will ensure that the ACFR is produced accurately and timely, as well as other fiscal responsibilities that will ensure the County maintains strong fiscal health.

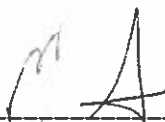
## **FISCAL EFFECT**

For 2025, the requested position action results in an overall savings of \$13,984 in fiscal year 2025 assuming that the Supervisor Accounting position is filled in pay period 18 at the midpoint of the range.

For 2026, the position will be funded by the position savings of the abolished Associate Accountant position (vacant) and reducing contractual savings related to ACFR assistance.

## **POSITION INFORMATION**

Action	Title	Pay Range	Annual Salary Range
Abolish	Associate Accountant	NR17	(\$41,350.40- \$62,046.40)
Create	Supervisor Accounting	NR25	(\$65,915.20 - \$98,862.40)

  
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Liz Sumner, Milwaukee County Comptroller

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk