

COUNTY OF MILWAUKEE
DEPARTMENT OF HUMAN RESOURCES
INTER-OFFICE COMMUNICATION

DATE : February 16, 2012

TO : Chairman Lee Holloway, County Board of Supervisors

FROM : Kerry J. Mitchell, Director of Human Resources

SUBJECT: **Request to Create One Milwaukee County Comptroller (Elected)**

REQUEST

The Department of Human Resources is requesting the creation of one position of Milwaukee County Comptroller which will be an elected position in Milwaukee County.

BACKGROUND

As per Wisconsin Senate Bill 259, 2011 Wisconsin Act 62, I am requesting that the elected position of Comptroller be established. The Comptroller will be the chief financial officer of the county, and the administrator of the county's fiscal affairs. The Comptroller will oversee all of the county's debt, and is responsible for setting the vision, direction, and objectives for the Comptroller's office. The following job duties are outlined in Act 62:

- Present monthly reports to the board and county executive on the condition of the county's outstanding contracts, and of each of the county's funds and the claims payable from the funds.
- File an annual certified and detailed statement of the receipts and disbursements on account of each fund of the county during the preceding fiscal year.
- Countersign all contracts with the county if he or she determines that the county has, or will have, the necessary funds to pay the liability that the county may incur under the contract.
- Perform a monthly review of the treasurer's accounts as reported and as kept, and report to the county executive and board as to their correctness, as well as any violations regarding the keeping of accounts or disbursement of moneys.
- As requested, provide the county executive or board an independent fiscal analysis of any matter affecting the county.
- Provide the county executive and board with a fiscal note for all proposed legislation.
- Prepare and distribute to the county executive and board an annual 5-year financial condition forecast for the county.
- Perform all audit functions related to county government, in accordance with governmental auditing standards issued by the comptroller general of the United States and generally accepted auditing standards.
- Administer and oversee all shared services contracts.
- Ensure that all contracts comply with all statutes, rules, ordinances, and the county's ethics policy.

A thorough comparative analysis was performed regarding base compensation. Below is a chart that indicates the current pay ranges for Financial Director, Controller and Comptroller positions in the public sector:

	Title	Min	Max
Milwaukee Area Tech College	Vice President, Finance	\$ 127,453	\$ 201,240
Columbus, OH	Director of Finance	\$ 108,326	\$ 180,544
Omaha, NE	Director of Finance	\$ 165,000	\$ 165,000
Kansas City, MO	Finance Director	\$ 89,028	\$ 161,460
Milw Metro Sewerage District	Acting Controller-Treasurer	\$ 104,560	\$ 153,667
Madison, WI	Finance Director	\$ 106,350	\$ 143,574
Milwaukee, WI (City)	Comptroller *	\$ 101,294	\$ 141,815
St. Paul, MN	Financial Services Director	\$ 102,287	\$ 139,938
Milwaukee Public Schools	Chief financial Officer	\$ 95,528	\$ 138,671
Minneapolis, MN	Asst City Coord-Finance	\$ 122,187	\$ 135,049
Indianapolis and Marion County, IN	City Controller	\$ 69,365	\$ 128,603
Racine, WI	Admin and Finance Director	\$ 90,516	\$ 122,306
Milwaukee, WI (County)	Controller	\$ 77,372	\$ 114,640
Kenosha, WI	Finance Director	\$ 92,088	\$ 115,092
AVERAGE		\$ 103,668	\$ 145,829

*Elected Official

The average midpoint of all positions reviewed is \$124,748.

RECOMMENDATION

The Human Resources Director respectfully requests a position create for the new elected Comptroller position, Pay Grade 5511-NR (\$125,000).


 Kerry Mitchell
 Director of Human Resources

KJM:jam

- Cc: County Executive Chris Abele
 Amber Moreen, Chief of Staff, County Executive's Office
 Supervisor Joe Sanfelippo, Chair, Personnel Committee
 Supervisor Lynne De Bruin, Vice Chair, Finance & Audit Committee
 Steve Cady, Fiscal & Budget Analyst, County Board
 Pat Farley, Director, Department of Administrative Services
 Josh Fudge, Fiscal & Management Analyst, DAS-Fiscal
 Jodi Mapp, Personnel Committee Clerk