



**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: 10/17/2017

TO: Supervisor Theodore Lipscomb, Chair, Milwaukee County Board
Supervisor Peggy West, Chair, Committee on Finance and Audit Committee

FROM: Scott B. Manske, Comptroller

SUBJECT: 2% and 5% Budget Reductions for the Office of the Comptroller

The budget for the Office of the Comptroller is 88% personnel costs. Funding reductions of 2% (\$78,662) or 5% (\$196,654) could only be achieved by reducing personnel costs. Staffing reductions would significantly impact the department's ability to meet existing deadlines and respond to challenges and opportunities that will arise throughout fiscal 2018.

Rather than lay-off staff, we would increase the vacancy and turnover deduction (currently budgeted at 11%) and hold any and all position vacancies that may occur to stay within budget. The currently budgeted vacancy and turnover deduction is already significantly larger than the deduction included in other departments. We were already planning to hold current and future positions vacant to meet our 2018 budget.

We reviewed all our departmental accounts for potential reductions, however the majority of the non-personnel funds are provided to fund audit contracts with Baker-Tilly and Coleman and Williams. These amounts cannot be adjusted.

Adding to the vacancy and turnover is a risky approach to managing our budget, however, laying off staff at this time would create even greater risks to the County.

If, in the second half of the fiscal year, it seems unlikely that we would be within the adopted budget, we would need to furlough positions.

A handwritten signature in black ink, appearing to read "Scott B. Manske", written over a horizontal line.

Scott B. Manske
Comptroller