

MILWAUKEE COUNTY FISCAL NOTE FORM**DATE:** 5/21/21Original Fiscal Note Substitute Fiscal Note **SUBJECT:** Request to create 1.0 FTE Transportation Program and Planning Manager (36M) within the Director's Office division of the Department of Transportation (DOT).**FISCAL EFFECT:**

- No Direct County Fiscal Impact
- Existing Staff Time Required
- Increase Operating Expenditures
(If checked, check one of two boxes below)
- Absorbed Within Agency's Budget
- Not Absorbed Within Agency's Budget
- Decrease Operating Expenditures
- Increase Operating Revenues
- Decrease Operating Revenues
- Increase Capital Expenditures
- Decrease Capital Expenditures
- Increase Capital Revenues
- Decrease Capital Revenues
- Use of contingent funds

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$24,569	\$90,599
	Revenue	\$24,569	\$90,599
	Net Cost	\$0	\$0
Capital Improvement Budget	Expenditure	0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Department of Transportation is requesting to create 1.0 FTE Transportation Program and Planning Manager (36M) within the Director's Office division of the Department of Transportation (DOT).

B. There is an annual cost assuming the position is hired at step 3 of \$90,599. The position is scheduled to be hired only for the 4th quarter of 2021 resulting in a cost of \$24,569. This amount is covered through a fund transfer which decreases expenses in a different division object and increases in a like amount in salaries/wages (2021). Moving forward in 2022, this fiscal note assumes the position is hired at step 3 for an annual cost of \$90,599.

C. The current year action will be covered through a fund transfer. The fund transfer will decrease expenses in a different area of director's office and increase expenses to fund the position for the fourth quarter of 2021 resulting in no direct tax levy impact for 2021. Moving forward to 2022 and beyond it would be up to the departments within each year's budgets to provide proper revenue (if any) to offset some expense.

D. Assumptions include: position is hired at step 3, hired on earlier than Oct 2021.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By DAS PSB

Authorized Signature Joe Lamers

Did DAS-Fiscal Staff Review? Yes No
Did CBDP Review?² Yes No Not Required

² Community Business Development Partners' review is required on all professional service and public work construction contracts.