

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 13, 2019

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Creation of New FTE Position of IT Asset Management Lead.

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
<b>Operating Budget</b>	Expenditure	0	(\$3,764)
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	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. <sup>1</sup> 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. Information Management Services Division (IMSD), Department of Administrative Services is seeking authorization to create one (1.0) FTE of IT Asset Management Lead position (pay grade 31M) pursuant to Chapter 17.05 of Milwaukee County General Ordinances.

Action	Title	No. of Positions	Title Code	Pay Grade
Create	IT Asset Management Lead	1.0	TBD	31M (\$65,864-\$78,427)

- B. No additional funds is being requested to cover the cost of the position. A contracted position, which costs over \$66,000, will be eliminated. Estimated annual savings is \$3,764.
- C. The additional \$63,000 in personnel costs will be absorbed within the DAS-FM budget via the administrative appropriation transfer from its service and commodities budget.
- D. It is assumed that the position will be hired by February 23, 2020, and at step 2 of the pay grade.

Department/Prepared By: Michael Bickerstaff/DAS-PSB

Authorized Signature 

Did DAS-Fiscal Staff Review?  Yes  No

Did CDBP Review?  Yes  No  Not Required

<sup>1</sup> 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.