

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE:

April 17, 2025

Original Fiscal Note

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Substitute Fiscal Note

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SUBJECT: Economic Development Director, Department of Administrative Services requesting authorization to utilize ED Reserve 37005 to establish Economic Development’s “Building Bridges” small business and commercial corridor activation program

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 Years
Operating Budget	Expenditure	48,630	590,648
	Revenue	48,630	590,648
	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. For the next four years, Economic Development would like to catalyze our WEDC Small Business Development Grant awards to establish the Building Bridges program to fuel small business development, job creation, and commercial corridor investment. A cornerstone activity in this program will be the creation of a four-year limited-term Business Liaison position focused on fostering communication, collaboration and partnerships between municipalities and the local business community.

- B. A total of \$639,278 from ED Reserve Fund 37005 would be used for the following activities

Use	Account Code	Amount
LTE Salary and Benefits for Business Liaison 2025/2026	51006/54000	\$ 124,214.20
LTE Salary and Benefits for Business Liaison 2026/2027	51006/54000	\$ 126,398.50
LTE Salary and Benefits for Business Liaison 2027/2028	51006/54000	\$ 130,726.40
LTE Salary and Benefits for Business Liaison 2028/2029	51006/54000	\$ 133,010.90
Commercial corridor activation (small business build out design support, renderings)	60116	\$57,402.95
Building Bridges/Econ Dev Marketing, branding, placemaking activities and website maintenance	60116	\$67,525.05

- C. The request will result in no additional tax levy increase as all items would be covered by ED Reserve Fund 37005.

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.

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

D. None.

Department/Prepared By Celia Benton, Economic Development Director

Authorized Signature *Celia Benton*

Did DAS-Fiscal Staff Review? ☒ Yes ☐ No

Did CBDP Review?² ☐ Yes ☐ No ☒ Not Required