

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: September 5, 2025

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: Authorization to amend the professional services agreement with Hurtado Zimmerman SC to add an additional \$50,000, bringing the total value of the agreement to \$140,000.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact

<input type="checkbox"/> Existing Staff Time Required

<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)

<div style="margin-left: 20px;"> <input type="checkbox"/> Absorbed within Agency's Budget
 <input type="checkbox"/> Not Absorbed within Agency's Budget </div>
<input type="checkbox"/> Decrease Operating Expenditures

<input type="checkbox"/> Increase Operating Revenues

<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures

<input type="checkbox"/> Decrease Capital Expenditures

<input type="checkbox"/> Increase Capital Revenues

<input type="checkbox"/> Decrease Capital Revenues

<input type="checkbox"/> 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	0	0
	Revenue	0	0
	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.
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- A. The proposed action is the execution of the Fourth Amendment to the Agreement between Milwaukee County and Hurtado Zimmerman SC. The amendment increases the not-to-exceed contract value by \$50,000, raising the total contract from \$90,000 to \$140,000.
 - B. The direct cost of the proposed action in the current budget year is \$50,000. This figure represents the full increase authorized by the amendment and was calculated as the difference between the prior contract ceiling (\$90,000) and the new contract ceiling (\$140,000). No savings or new revenues are anticipated, and this action does not rely on external revenues such as State, Federal, user fees, or donations. This is a one-time cost tied to the continuation and completion of professional services by Hurtado Zimmerman SC.
 - C. The budgetary impact in the current year is an increase of \$50,000 in expenditures related to professional services under the Economic Development Division. Sufficient funds are assumed to be budgeted within the Division's appropriations to accommodate this increase, though confirmation with the relevant account line would be required to demonstrate adequacy. There are no additional or recurring fiscal impacts anticipated in subsequent years, as the contract amendment authorizes a one-time increase to cover remaining service needs.

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.

D. It is further assumed that the professional services remaining under this agreement are essential and will be delivered within the extended contract value of \$140,000.

Prepared by: Emily Streff, Project Manager, Economic Development-DAS

Authorized Signature: Celia Benton

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

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