

MILWAUKEE COUNTY FISCAL NOTE FORM**DATE:** <12-6-21>Original Fiscal Note Substitute Fiscal Note **SUBJECT:** Request to abolish 1.0 FTE Mechanical Services Manager (Pay Grade 916E) and create 1.0 FTE Mechanical Services Manager (917E)**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	\$98,039	\$110,827
	Revenue		
	Net Cost	\$98,039	\$110,827
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.

The Department of Administrative Services-Facilities Management Division (FMD) requests the abolishment 1.0 FTE Mechanical Services Manager (Pay Grade 916E) and to create 1.0 FTE Mechanical Services Manager (917E).

The Mechanical Service Manager (Pay Grade 916E) is budgeted at \$108,924 for 2022. The anticipated compensation level for hiring is \$110,827 (at the requested new Pay Grade 917E), resulting in a negative variance of \$1,903. However, the requested new Mechanical Services Manager (Pay Grade 917E) is anticipated be filled March 1, 2022, resulting in a pro-rated estimated cost of \$98,039 (salary + social security) for 2022. This results in a positive variance of \$10,885 for 2022.

In 2023, the FMD will need to absorb the estimated \$1,903 variance between the current Pay Grade (916E) and the requested Pay Grade (917E). The cost of the position (Pay Grade 917E) for 2023 is assumed at the full annual amount of \$110,827 (salary + social security).

Department/Prepared By DAS PSB

Authorized Signature JOSEPH LAMERS

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

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.