

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: August 3, 2021

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution abolishing two vacant hourly Office Assistant positions and creating two hourly Intern positions in the office of the Milwaukee County Board of Supervisors effective pay period 21, beginning October 3, 2021.

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)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<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.
- A. If adopted, this resolution would abolish two vacant hourly Office Assistant positions and create two hourly Intern positions in the office of the Milwaukee County Board of Supervisors effective pay period 21, beginning October 3, 2021.
 - B. Hourly positions do not generally have regularly scheduled hours and are therefore not funded on a per FTE basis, but rather through a pool of hourly funding appropriated in the budget. The County Board has a pool of funding appropriated for hourly Office Assistants, which would be used to fund any costs of the hourly Intern position. It is important to note that the County Board's budget is currently at the statutorily defined levy limit and no further appropriations may be established. Consequently, any costs that exceed the current funding pool for hourly positions within the County Board budget would need to be covered by other operational or salary savings within the County Board's budget resulting in no direct fiscal impact of this change.
 - C. As stated above, the County Board's budget is currently at the statutorily defined levy limit and no further appropriations may be established. For the current year, any additional budgetary authority necessary for the hourly Intern positions would need to be absorbed within the current County Board's budget. For future year's funding, the County Board's statutorily defined levy limit will dictate how much budget authority is available for County Board salary and operations, including any pool of funding for hourly Intern positions.

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. No assumptions or interpretations were used.

Department/Prepared By Emily Petersen, Research Analyst, Office of the Comptroller

Authorized Signature Emily Petersen

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required