

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: November 14, 2025

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to execute non-professional service contracts with a network of caterers which support the Senior Nutrition Programs from January 1, 2026 through December 31, 2026 at a cost of \$2,862,754

FISCAL EFFECT:

- | | |
|---|--|
| ☐ No Direct County Fiscal Impact | ☐ Increase Capital Expenditures |
| ☐ Existing Staff Time Required | ☐ Decrease Capital Expenditures |
| ☒ Increase Operating Expenditures
(If checked, check one of two boxes below) | ☐ Increase Capital Revenues |
| ☒ Absorbed Within Agency's Budget | ☐ Decrease Capital Revenues |
| ☐ Not Absorbed Within Agency's Budget | |
| ☐ Decrease Operating Expenditures | ☐ Use of contingent funds |
| ☐ Increase Operating Revenues | |
| ☐ Decrease Operating Revenues | |

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	\$2,862,754
	Revenue	\$0	\$2,862,754
	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. Approval of this resolution authorizes the Director of the Department of Health and Human Services (DHHS) to execute non-professional service contracts with a network of caterers that support the Senior Nutrition Programs from January 1, 2026 through December 31, 2026 in a not-to-exceed amount of \$2,862,754. The Area Agency on Aging Senior Dining Program contracts for meal preparation and catering services for congregate dining, case management, home-delivered meals, and the Dine-Out program.
 - B. DHHS is able to fully absorb the cost of the contracts through the usage of Older Americans Act Title III-C funding that supports nutrition services for older adults. Additional funding will be provided from the Nutrition Services Incentive Program (NSIP), Wisconsin General Purpose (GPR) Revenue, and participant contributions.
 - C. Approval of this report has no impact on the tax levy. The Older Americans Act Title III-C funding, NSIP, State GPR revenue, and participant contributions fully offset the cost of the contracts.
 - D. No assumptions or interpretations were made.

Department/Prepared By: Lottie Maxwell-Mitchell, Sr. Budget & Management Analyst, DHHS

Authorized Signature

Shakita LaGrant-McClain

Did DAS-Fiscal Staff Review?

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Yes

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No

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.

Did CBDP Review?²

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Yes

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No

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Not Required